

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩

ই-মেইল: domkalgirlscollege@gmail.com

ফোন নং: ৭৪০৭০০০৭৯৮



[Govt. Aided]

Affiliated to University of Kalyani

Recognised by the UGC u/s 2(f)

AISHE Code: C-53416

Website: domkalgirlscollege.ac.in

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

E-mail: domkalgirlscollege@gmail.com

Ph: 7407000788

DVV Explanations/Rectifications:


5.1.4 The institution adopts the following for 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

HEI Input : A. All of the above

1. Proof of constitution of internal committees /grievances committee formation/other committees as per UGC norms.
2. Circular/web-link/ committee report justifying the objective of the metric.
3. Minutes of the meetings of student grievance committee.
4. Please provide statutory regulations/norms of UGC/SRA.

N.B the Mechanism is Visible on HEIs website


PRINCIPAL 05/09/20
Domkal Girls' College
Domkal, Murshidabad

মিটিং রেজল্যুশন বই

MEETING RESOLUTION BOOK

মিটিং নং/ Meeting No.	02/21
তারিখ/ Date	06/08/2021

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান/ Place	Principal's room Ch.
সময়/ Time	1:30 P.m.

১। 1	Dr. Alak Kumar Das	১১। 11	Mr. Jafikul Islam	১১। 21
২। 2	Mr. Parbati Sankar Nandi	১২। 12		১২। 22
৩। 3	Mr. Saikat Chatterjee	১৩। 13		১৩। 23
৪। 4	Dr. Anasua Bagchi	১৪। 14		১৪। 24
৫। 5	Mr. Chittaranjan Naskar	১৫। 15		১৫। 25
৬। 6	Mr. Parantap Chakraborty	১৬। 16		১৬। 26
৭। 7	Mr. Abu Emdad Md Abdur Rakib	১৭। 17		১৭। 27
৮। 8	Mr. Ganga Sagar Rajak	১৮। 18		১৮। 28
৯। 9	Mr. Sahabul Islam	১৯। 19		১৯। 29
১০। 10		২০। 20		২০। 30

Resolution of Notice No. 02/2021 dated 29/07/2021

List of members present in the meeting of the Governing Body, Domkal Girls' College held on 6th August (Friday), 2021 at 1.30 pm in the Principal Room of the College under the Chairmanship of Hon'ble President Sri Anisur Rahaman.

Sl.No.	Name of the Hon'ble Member	Designation
1	Dr. Alak Kumar Das	Secretary/ Principal
2	Mr. Parbati Sankar Nandi	Member, Govt. Nominee
3	Mr. Jafikul Islam	Member, Chairman, Domkal Municipality
4	Dr. Saikat Chatterjee	Member, University Nominee
5	Dr. Anasua Bagchi	Member, Teacher's Representative
6	Mr. Chittaranjan Naskar	Member, Teacher's Representative
7	Mr. Parantap Chakraborty	Member, Teacher's Representative
8	Mr. Abu Emdad Md Abdur Rakib	Member, Teacher's Representative
9	Mr. Ganga Sagar Rajak	Member, Non-Teaching Representative
10	Mr. Sahabul Islam	Member, Non-Teaching Representative

At the outset of the meeting Hon'ble president Sri Anisur Rahaman took the chair and Dr. Saikat Chatterjee, member of GB, representing the University of Kalyani, is felicitated with flower bouquet and a memento on behalf of the College.

Sri Jafikul Islam, newly elected MLA of Domkal-75 Legislative Assembly, Govt. of W.B and our ex-officio members of GB is also felicitated by the President of GB with flower bouquet and memento.

Before going to the agenda wise discussion, the Hon'ble president informed the house regarding the following facts:

(a) Till now no resolution copy of previous GB meeting was circulated to the members of the GB. He suggested that from next meeting the decisions taken in the immediate preceding the present meeting will have to be circulated with the notice among the GB members.

(b) Mr. Abu Emdad Md Abdur Rakib, Asst. Professor of Political Science, then Teacher-in-Charge, had applied leave for his research work to the President of GB, Domkal Girls' College.

Belonging the position of the President, he had given his permission without justifying the G.O or other norms etc. regarding research work. He suggested the secretary of the GB to follow the G.O and other relevant norms before release him for his research work.

After mentioning the above stated facts, he has given the permission to the secretary of GB to continue the today's discussion. Having permission from Hon'ble chair the meeting is started to take decision about the agenda given in the notice No.2/21 dated 29/07/2021.

Agendum-1: To read and confirm the proceedings of last GB meeting.

The proceedings of the Meeting No. 01/21 of the Governing Body held on 06/03/2021 were read out. The house heard with patience and the resolutions of last meeting is confirmed without any modification.

Resolution: The resolution of the Meeting No-01/21 held on 06/03/2021 is confirmed and signed by the president.

06/08/21
President
Governing Body
Domkal Girls' College

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স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



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Agendum-2: To approve the appointment and joining report of the newly appointed Principal, Dr. Alak Kumar Das. West Bengal College Service Commission recommended Dr. Alak Kumar Das for the post of Principal of Domkal Girls' College vide its Memo No. 2318-CSC/KU/(MSD.)-05/17 dated 22/07/2021. The college authority issued the appointment Letter No. DGC/Appt/02/21 dated 26/07/2021 and Dr. Alak Kumar Das has joined this post on 27/07/2021.

Resolution: Dr. Alak Kumar Das placed his appointment letter vide Letter No. DGC/Appt/02/21 dated 26/07/2021 issued by the Hon'ble President of the Governing Body, Domkal Girls' College on the basis of the recommendation of West Bengal College Service Commission vide its Memo No. 2318-CSC/KU/(MSD.)-05/17 dated 22/07/2021 in front of the house. He also placed his joining report for joining in the post of Principal vide his Letter No. AKD/018/2021 dated 27/07/2021 before the house. All members of the house welcomed to Dr. Alak Kumar Das for his new assignment. It is unanimously resolved to accept and approve the appointment and joining report of Dr. Alak Kumar Das, the newly appointed Principal of Domkal Girls' College. The house is also approved to submit all necessary documents to the office of the Director of Public Instruction (DPI), Directorate of Higher Education, Govt. of West Bengal for the approval of Dr. Alak Kumar Das, Principal of Domkal Girls' College, Domkal, Murshidabad.

Agendum-3: To consider the Pay-Fixation of the Principal Dr. Alak Kumar Das. **Resolution:** Dr. Alak Kumar Das, newly appointed Principal, submitted his prayer in front of the house about his Pay-Fixation for the post of Principal. The house unanimously resolved that the same be accepted and approved.

Agendum-4: To discuss the circulation of Information to all concerned authority for newly appointed Principal.

Resolution: Principal informed the house that it is very urgent to inform the proper authority about the information of newly appointed Principal, Domkal Girls' College, Domkal, Murshidabad. In the house it is resolved that all necessary information about the appointment of Principal be informed to the proper authority.

Agendum-5: To consider the change of operator (Authorised Signatory) of all financial matters, bank accounts and appointing authority.

Resolution: The matter placed by the Principal, the issue of changing Bank operator(s) was taken up for discussion. The authorised signatory for bank operation should be changed as Dr. Alak Kumar Das joined in the post of Principal in Domkal Girls College, Domkal, Murshidabad. After discussing the matter regarding bank transactions, the Governing Body unanimously resolved that Dr. Alak Kumar Das, Principal Domkal Girls' College, will operate and maintain all bank accounts w.e.f. 27/07/2021 in place of Mr. Abu Emdad Md Abdur Rakib, former Teacher-in-Charge and other signatories will remain same. Therefore, it is unanimously resolved that the following mode of operation will follow, henceforth.

Dr. Alak Kumar Das, Principal, Domkal Girls' College, Domkal, Murshidabad

And

Sri Anisur Rahaman, President of G.B., Domkal Girls' College, Domkal, Murshidabad

Or

Mr. Parbati Sankar Nandi, Govt. Nominee of G.B., Domkal Girls' College, Domkal, Murshidabad

The Bank Accounts of the college are listed below:

S/N	Bank Name	Branch Address	Account No.	Head of Account
1	Bandhan Bank	Notunpara, Domkal, Murshidabad	50160010137199	College Estab. & Admn. Exp.
2	ICICI Bank	Karimpur, Nadia	271201000616	College Estab. & Admn. Exp.
3	SBI Bank	Dumkal, Murshidabad	31666628109	College Estab. & Admn. Exp.
4	Bandhan Bank	Notunpara, Domkal, Murshidabad	50170010326195	Computer Literacy Drive
5	Bandhan Bank	Notunpara, Domkal, Murshidabad	50180013310374	NSS Fund

06/08/21
President
Governing Body
Domkal Girls College

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং/ Meeting No.	
তারিখ/ Date	

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান/ Place	
সময়/Time	

১। 1	১১। 11	২১। 21
২। 2	১২। 12	২২। 22
৩। 3	১৩। 13	২৩। 23
৪। 4	১৪। 14	২৪। 24
৫। 5	১৫। 15	২৫। 25
৬। 6	১৬। 16	২৬। 26
৭। 7	১৭। 17	২৭। 27
৮। 8	১৮। 18	২৮। 28
৯। 9	১৯। 19	২৯। 29
১০। 10	২০। 20	৩০। 30

Agendum-6: To consider the change of D.D.O of the college.

Resolution: Principal placed the matter for changing the D.D.O of the college as Principal is appointed in place of Teacher-in-Charge. The G.B was taken up for discussion and it was resolved that the newly appointed Principal, Dr. Alak Kumar Das is empowered to act as D.D.O of the college in place of Teacher-In-Charge, Mr. Abu Emdad Md Abdur Rakib, after getting approval of Principal and having the power of functioning as D.D.O from Director of Public Instruction (DPI), Directorate of Higher Education, Govt. of West Bengal. The former Teacher-in-Charge Mr. Abu Emdad Md Abdur Rakib will act as the D.D.O until the approval of Principal and power of functioning as D.D.O both are received from Director of Public Instruction (DPI) by Dr. Alak Kumar Das, Principal, Domkal Girls' College. The house informed the former Teacher-in-Charge Mr. Abu Emdad Md Abdur Rakib about this matter as he is physically present in the meeting in the capacity of Teacher's Representative.

Agendum-7: To discuss the affiliation received under section 2(f) of UGC Act.

Principal informed the house that Domkal Girls' College has received the affiliation under section 2(f) of UGC Act. 1956

Agendum-8: To restructure the different sub committees.

Resolution: The Secretary of this meeting informed the house that for proper running of the college

and maintain democracy it is very urgent to constitute the different sub-Committees. In the house the structure of different Sub-committees are formed. After details justification, the house unanimously resolved to implement these sub-committees. It is also resolved that the Convener of different sub-Committees will convene/call the meeting of respective committee in consultation with the Chairman of the Committee. They will maintain the proper records/proceedings of the meeting. The different sub-Committees are:

RECONSTRUCTED OF DIFFERENT SUB COMMITTEES OF DOMKAL GIRLS' COLLEGE	
Finance Sub-Committee 1. Principal (Chairman) 2. Dr. Anasua Bagchi, Convener 3. Mr. Parantap Chakraborty, Member 4. Mr. Parbati Sankar Nandi, Member, Govt. Nominee 5. Mr. Ganga Sagar Rajak, Member	Development Sub-Committee 1. Principal (Chairman) 2. Dr. Anasua Bagchi, Convener 3. Dr. Biswasjit Barman, Member 4. Mr. Priyanka Das, Member 5. Mr. Sahabul Islam, Member
Building Sub-Committee (UGC/RUSA/STATE) 1. Principal (Chairman) 2. Mr. Parantap Chakraborty, Convener 3. Mr. Parbati Sankar Nandi, Member (Govt. Nominee) 4. Mr. Abu Emdad Md. Abdur Rakib, Member 5. Dr. Krishnendu Roy, Member 6. Mr. Sofikul Islam, Member 7. Civil Engineer (Municipality Nominee)	Purchase Sub-Committee 1. Principal (Chairman) 2. Mr. Rajib Saha, Convener 3. Mr. Parbati Sankar Nandi, Member (Govt. Nominee) 4. Mr. Ganga Sagar Rajak, Member 5. Mr. Bulbul Sarkar, Member
Academic Sub-Committee 1. Principal (Chairman) 2. Dr. Tulika Chakraborty, Convener 3. Mr. Bulbul Sarkar, Member 4. All HODs	IQAC Cell 1. Principal (Chairman) 2. Dr. Anasua Bagchi, Convener 3. Mr. Rajib Saha, Member 4. Ms. Fahmeeda Ghezaal Kazmi, Member 5. Mr. Ganga Sagar Rajak, Member
Admission Sub-Committee 1. Principal (Chairman) 2. Mr. Chittaranjan Naskar, Convener 3. Ms. Sahina Akhta, Member 4. Dr. Krishnendu Roy, Member 5. Mr. Ganga Sagar Rajak, Member 6. Mr. Bulbul Sarkar, Member 7. Mr. Asadul Hoque, Member	Game & Sports Sub-Committee 1. Principal (Chairman) 2. Mr. Abu Emdad Md. Abdur Rakib, Convener 3. Mr. Priyanka Das, Member 4. Ms. Sahina Akhta, Member 5. Mr. Samim Sk, Member 6. Mr. Sofikul Islam, Member 7. Ms. Gayatri Mandal Sarkar, Member
NAAC Core Committee	Cultural Sub-Committee

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স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



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DOMKAL GIRLS' COLLEGE

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<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Ms. Fahmeeda Ghezaal Kazmi, Co-ordinator 3. Mr. Rajib Saha, Assistant Co-ordinator 4. Dr. Anasua Bagchi, Member 5. Mr. Parantap Chakraborty, Member 6. Mr. Abu Emdad Md. Abdur Rakib, Member 7. Dr. Biswajit Barman, Member 8. Mr. Priyankar Das, Member 9. Dr. Tulika Chakraborty, Member 	<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Mr. Chittaranjan Naskar, Convenor 3. Dr. Tulika Chakraborty, Member 4. Mr. Bivas Biswas, Member 5. Ms. Ananya Das, Member 6. Mr. Bulbul Sarkar, Member 7. Mr. Asadul Hoque, Member
Library Sub-Committee	Magazine & Publication Sub-Committee
<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Mr. Sagiruddin Ahamed, Convenor 3. Mr. Bivas Biswas, Member 4. All HODs 	<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Mr. Chittaranjan Naskar, Convenor 3. Mr. Chitrabhanu Biswas, Member 4. Ms. Ananya Das, Member 5. Mr. Asadul Hoque, Member
AISHE and UGC Committee	Research Sub-Committee
<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Mr. Chitrabhanu Biswas, Convenor 3. Ms. Fahmeeda Ghezaal Kazmi, Member 4. Md. Kawsar Hossain, Member 5. Mr. Ganga Sagar Rajak, Member 	<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Dr. Biswajit Barman, Convenor 3. Mr. Abu Emdad Md. Abdur Rakib, Member 4. Dr. Madhusudan Mandal, Member 5. Dr. Krishnendu Roy, Member
NSS Sub-Committee	Routine Sub-Committee
<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Mr. Priyankar Das, Convenor 3. Mr. Nabin Mandal, Member 4. Ms. Sabnam Dilbas Banu, Member 5. Mr. Bulbul Sarkar, Member 	<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Dr. Anasua Bagchi, Convenor 3. Mr. Asadul Hoque, Member 4. All HODs
Examination Sub-Committee	Grievance Redressal Cell
<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Mr. Rajib Saha, Convenor 3. Dr. Krishnendu Roy, Member 4. Dr. Madhusudan Mandal, Member 5. Mr. Parantap Chakraborty, Member 6. Mr. Bulbul Sarkar, Member 7. Mr. Asadul Hoque, Member 8. Ms. Gayatri Mandal Sarkar, Member 9. Mr. Sofikul Islam, Member 	<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Ms. Sahina Akhtar, Convenor 3. Ms. Fahmeeda Ghezaal Kazmi, Member 4. Md. Kawsar Hossain, Member 5. Mr. Bivas Biswas, Member 6. Mr. Abdul Aziz Mandal, Member 7. Mr. Sahabul Islam, Member
Backward Classes Welfare Sub-Committee	Seminar Sub-Committee
<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Md. Kawsar Hossain Convenor 3. Mr. Abu Emdad Md. Abdur Rakib, Member 4. Mr. Asadul Hoque, Member 5. Mr. Sofikul Islam, Member 	<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Mr. Chitrabhanu Biswas, Convenor 3. Dr. Anasua Bagchi, Member 4. Mr. Abu Emdad Md. Abdur Rakib, Member 5. Mr. Bivas Biswas, Member
Health Subcommittee	Remedial and Counseling Class Sub-Committee
<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Mr. Priyankar Das, Convenor 3. Dr. Biswajit Barman, Member 4. Ms. Sudipta Ghosh Nandi, Member 5. Mr. Sofikul Islam, Member 	<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Dr. Madhusudan Mandal, Convenor 3. Mr. Chittaranjan Naskar, Member 4. Dr. Tulika Chakraborty, Member 5. Mr. Al Mamun Hassan, Member
Internal Complaints Committee (ICC)	Environmental Awareness

07/08/21

 President

 Governing Body

 Domkal Girls' College

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং/ Meeting No.	
তারিখ/ Date	

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান/ Place	
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Prevention of Women Harassment Cell	
<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Dr. Anasua Bagchi (Convener) 3. Dr. Tulika Chakraborty 4. Ms. Fahmeeda Ghezaal Kazmi 5. Ms. Gayatri Mandal Sarkar 	
Internal Complaints Committee	
<ol style="list-style-type: none"> 7. Dr. Anasua Bagchi (Presiding Officer) 8. Ms. Fahmeeda Ghezaal Kazmi 9. Ms. Sahina Akhtar 10. Mr. Chitrabhanu Biswas 11. Ms. Gayatri Mandal Sarkar 12. Ms. Aliya Begum (Member, N.G.O) 	<i>Environmental Awareness</i>
	<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Dr. Tulika Chakraborty, Convener 3. Dr. Biswajit Barman, Member 4. Mr. Abu Emdad Md. Abdur Rakib, Member 5. Ms. Sahina Akhtar, Member 6. Mr. Abdullahil Baki, Member 7. Mr. Sofikul Islam, Member

<i>Equal Opportunity Cell</i>		<i>ICT Sub Committee</i>	
<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Mr. Abu Emdad Md. Abdur Rakib, Convener 3. Dr. Madhusudan Mandal, Member 4. Ms. Toorsa Dey, Member 5. Mr. Asadul Hoque, Member 	<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Mr. Rajib Saha, Convener 3. Md. Kawsar Hossain, Member 4. Mr. Sohel Rana, Member 5. Mr. Toimuddin Sk, Member 6. Mr. Ganga Sagar Rajak, Member 		
<i>Women Empowerment Sub Committee</i>		<i>Student Support & Progression Sub Committee</i>	
<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Dr. Anasua Bagchi, Convener 3. Dr. Tulika Chakraborty, Member 4. Mr. Parantap Chakraborty, Member 5. Ms. Fahmeeda Ghezaal Kazmi, Member 	<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Dr. Krishnendu Roy, Convener 3. Dr. Madhusudan Mandal, Member 4. Ms. Sahina Akhtar, Member 5. Mr. Nazrul Islam, Member 6. Mr. Saidul Islam, Member 7. Mr. Sahin Reja Mondal, Member 		
<i>Anti-Ragging Cell</i>		<i>RTI Sub-Committee</i>	
<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Ms. Fahmeeda Ghezaal Kazmi, Convener 3. Dr. Krishnendu Roy, Member 4. Mr. Al Mamun Hassan, Member 5. Ms. Gayatri Mandal Sarkar, Member 	<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Md. Kawsar Hossain, Convener 3. Abu Emdad Md Abdur Rakib, Member 4. Ms. Fahmeeda Ghezaal Kazmi, Member 5. Mr. Al Mamun Hassan, Member 6. Mr. Sahabul Islam, Member 7. Mr. Kinkar Mondal, Member 		
<i>Placement and Promotion</i>		<i>Leave and Service Book Sub-Committee</i>	
<ol style="list-style-type: none"> 1. Principal (Chairman) 2. Dr. Anasua Bagchi, Convener 3. Mr. Chittaranjan Naskar, Member 4. Mr. Parantap Chakraborty, Member 5. Mr. Abu Emdad Md Abdur Rakib, Member 6. Mr. Ganga Sagar Rajak, Member 7. Mr. Mahafuj Alam, Member 8. Ms. Smrity Sarkar, Member 	<ol style="list-style-type: none"> 1. Principal (Chairman) 2. IQAC Coordinator, Convener 3. Secretary of Teacher Council, Member 4. Academic Convener, Member 5. Bursar, Member 6. Head Clark/ Accountant, Member 7. Sahabul Islam, Member (HRMS Data entry operator) 		
Nodal Officer & Coordinator			
<ol style="list-style-type: none"> a) DODL, Centre Co-ordinator: Dr. Krishnendu Roy, Assistant Professor of Education b) Nodal Officer of Kanyashree Prakalpa: Mr. Chittaranjan Naskar, Assistant Professor of Bengali, HOD c) Liaison officer of OBC welfare: Md. Kawsar Hossain, Assistant Professor of Education d) Nodal Officer of CBCS and Student Credit Card: Mr. Rajib Saha, Assistant Professor of Pol. Science, HOD e) Portal Nodal Officer of Banglar Uchchashiksha: Dr. Biswajit Barman, Assistant Professor of Philosophy, HOD 			
Bursar			
Prof. Chittaranjan Naskar, Assistant Professor of Bengali, HOD			

Agendum-9: Appointment of new Bursar.

The Principal informed the house the detailed information and terms and conditions regarding the appointment of the Bursar. He also informed that Bursar shall be appointed from among the existing confirmed senior Teacher. The G.B take the matter seriously and it was resolved that Mr. Chittaranjan Naskar, Asst. Prof. of Bengali and HOD, be appointed as the Bursar of the college. Principal is empowered to issue the letter of appoint in favour of Prof. Chittaranjan Naskar, Assistant Professor in Bengali, to act as the Bursar with immediate effect.


 President
 Governing Body
 Dombkal Girls College

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



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Agendum-10: To discuss the admission related matter for the year 2021-22.

Resolution: The details of fees structure for admission in 1st Semester in the academic session 2021-22 which is recommended by admission committee with signed by Mr. Chittaranjan Naskar, Convener of admission committee and Mr. Abu Emdad Md Abdur Rakib, former Teacher-in-Charge and it was submitted by Principal before the house. The fees structure for admission in 1st semester is given herewith.

	Hons.	Hons. (combination with Geo/ P.Ed)	Programme	Programme (combination with Geo/ P.Ed)
1 Tuition fees*	450	450	300	300
2 Admission fees	80	80	80	80
3 Development fees	120	120	120	120
4 Building fees	80	80	80	80
5 Enhance Course fees**	960	960	144	144
6 College Exam fee	80	80	80	80
7 Session fees	80	80	80	80
8 Electric fees	80	80	80	80
9 Printing fees	80	80	80	80
10 Registration fee (KU)	110	110	110	110
11 Student Health Home	10	10	10	10
12 Library fees	80	80	80	80
13 Identity Card fee	24	24	24	24
14 Misc.fees	40	40	40	40
15 Social & Cultural	80	80	80	80
16 College Sports & Games	40	40	40	40
17 Magazine	24	24	24	24
18 Common Room	16	16	16	16
19 Students Welfare	16	16	16	16
20 Lab Fees***	0	480	0	480
TOTAL	2450	2930	1484	1964
KU Exam fees****(approx)	185	185	160	160
TOTAL	2635	3115	1644	2124

* Tuition fees Rs. 75 for Hons and Rs. 50 for Programme per month including 6 months


** Enhance fees Rs. 160 for Hons & Rs. 24 for Programme per month including 6 months

*** Lab fees Rs.80/- for Geo/ P.Ed per month for including 6 months

****Chargeable as per University of Kalyani

The Hon'ble members of the Governing body approved the said fees structure after detailed verification.

The Principal raised the problems of limited intake capacity for admission of students in this Institution. In the house a detailed discussion on this matter has taken. All members unanimously come to a single important point that as success of students in higher secondary are better in our locality and maximum students are belong to first generation learner as well to poor family. Therefore, an action should be taken so that each and every applicant may get shelter in our Institution. Considering the matter of gravity, the house empower the Principal to submit the proposal to the University of Kalyani to increase the intake capacity of B.A Hons and General/Programme courses from the academic session 2021-22.


President
Governing Body
Domkal Girls' College

মিটিং রেজল্যুশন বই

MEETING RESOLUTION BOOK

মিটিং নং/ Meeting No.		উপস্থিত সভ্যগণের নাম NAME OF MEMBERS PRESENT	স্থান / Place	
তারিখ/Date			সময়/Time	
১। 1		১১। 11	১১। 21	
২। 2		১২। 12	১২। 22	
৩। 3		১৩। 13	১৩। 23	
৪। 4		১৪। 14	১৪। 24	
৫। 5		১৫। 15	১৫। 25	
৬। 6		১৬। 16	১৬। 26	
৭। 7		১৭। 17	১৭। 27	
৮। 8		১৮। 18	১৮। 28	
৯। 9		১৯। 19	১৯। 29	
১০। 10		২০। 20	২০। 30	

It is also resolved that Principal should submit the subject wise extra intake capacity as follows:

Sl. No.	Hons Subject/Course	Existing Sanctioned Intake Capacity	Required Intake Capacity	Requirement for Increasing
1	Bengali (Hons.)	100	170	70
2	English (Hons.)	70	140	70
3	History (Hons.)	70	140	70
4	Education (Hons.)	70	140	70
5	Political Science (Hons.)	70	140	70
Programme/General Subject/Course				
1.	Programme/General (Overall)	1000	2000	1000
2.	Geography (Programme/Gen.)	50	100	50
3.	Physical Education (Programme/Gen.)	50	100	50

Agendum-11: To consider the prayer regarding promotion of Prof. Parantap Chakraborty, Assistant Professor (Stage-I to Stage-II)

Principal of this Institution informed the house that as per prayer dated 29/07/2021 submitted by Mr. Parantap Chakraborty, Assistant Professor in English, he joined this college on 15/07/2015 as an Assistant Professor (stage-I) in the department of English and has completed six years at this Institution on 14/07/2021. He is eligible for a promotion from Assistant Professor Stage-I to Assistant Professor Stage-II on 14/07/2021. As per G.O. No. 920 Edn (CS)/SP-52/98 dt. 31.12.2012 a Screening committee to be formed for promotion of Mr. Parantap Chakraborty, Assistant Professor in English.

Resolution: It is unanimously resolved that a screening committee for the promotion of Mr. Parantap Chakraborty, Assistant Professor in English, is to be formed as per norms. Principal is empowered to take proper action regarding this.

Agendum-12: Any other matter with the permission of the Chair.

12.1: Principal informed the house about the name of Liaison officer dealing with the welfare of OBCs of our institution. In consultation with secretary of Teachers' Council, Mr. Kowsar Hossain, Asst. Prof. in Education is nominated as Liaison officer dealing with the welfare of OBCs of our institution.

12.2: In the house it is resolved to plant some Trees in the college campus. The members of Paschim Banga Bigyan Mancha are willing to plant some trees. The members of the house are agreed with this proposal.

12.3: Principal of the College placed a requisition of Desktop or Laptop for his easy functioning. The former Teacher-in-Charge, Mr. Abu Emdad Md Abdur Rakib informed the house that such decision had already been taken in the previous GB meeting.

12.4: Sri Ganga Sagar Rajak, GB member, representing of non-teaching staff placed in the house that fixation of travelling allowance for office work at different outside office is essential for preparing the Budget. It is resolved in the house that travelling allowances (TA) for office work at Kolkata Rs.1200 (one thousand two hundred), at Kalyani University Rs.600 (six hundred) and at Berhampore Rs.250 (two hundred fifty) will be allowed.

The meeting is ended with vote of thanks to and fro the chair.

(Signature)
President
Governing Body
Domkal Girls College

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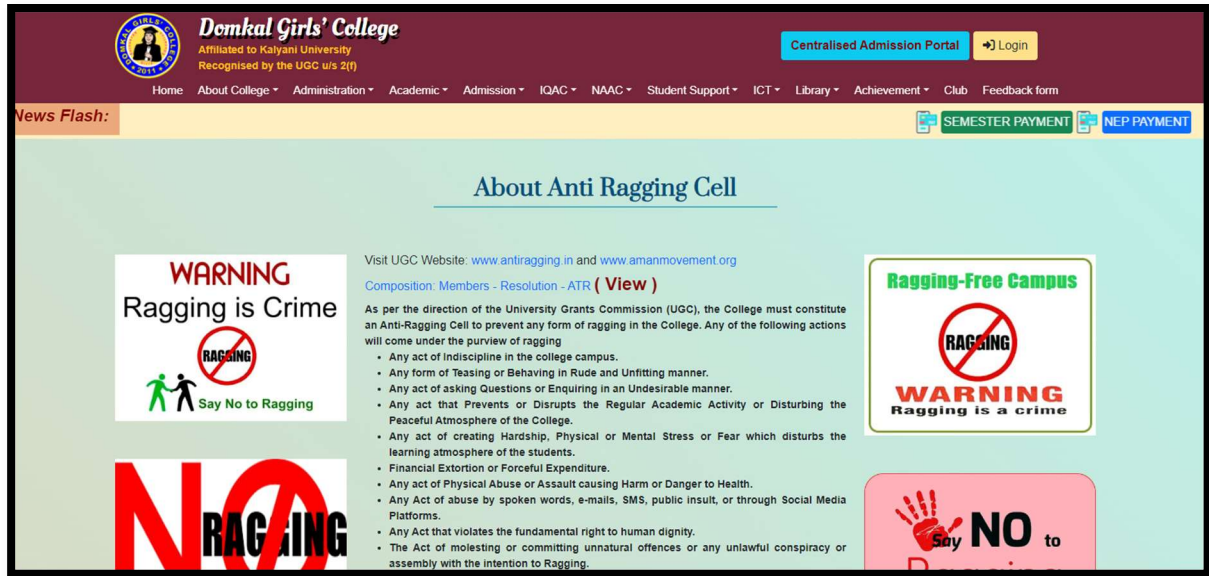
ডোমকল গার্লস্ কলেজ
 স্থাপিত-২০১১
 ডোমকল, মুর্শিদাবাদ, ৭৪২৩৩৩
 ই-মেইল: domkalgirlscollege@gmail.com
 ফোন নং: ৭৪০৭০০০৭৯৮


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 Affiliated to University of Kalyani
 Recognised by the UGC u/s 2(f)
 AISHE Code: C-53416
 Website: domkalgirlscollege.ac.in

DOMKAL GIRLS' COLLEGE
 ESTD-2011
 Domkal, Murshidabad, 742303
 E-mail: domkalgirlscollege@gmail.com
 Ph: 7407000788

Pic.1 Anti-Ragging Cell on Domkal Girls' College Website

Link https://domkalgirlscollege.ac.in/iqa_about



Pic.2 Women Harassment Cell on Domkal Girls' College Website

Link https://domkalgirlscollege.ac.in/pwh_about



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 PRINCIPAL 05/09/24
 Domkal Girls' College
 Domkal, Murshidabad

[Type here]

ডোমকল গার্লস্ কলেজ
স্থাপিত-২০১১
ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩
ই-মেইল: domkalgirlscollege@gmail.com
ফোন নং: ৭৪০৭০০০৭৯৮



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Affiliated to University of Kalyani
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DOMKAL GIRLS' COLLEGE
ESTD-2011
Domkal, Murshidabad, 742303
E-mail: domkalgirlscollege@gmail.com
Ph: 7407000788

Pic.3 Internal Complain Committee on Domkal Girls' College Website

Link: https://domkalgirlscollege.ac.in/icc_about

News Flash: SEMESTER PAYMENT NEP PAYMENT

About Internal Complaints Committee

Composition: Members - Resolution - ATR (View)

The Internal Complaints Committee has been constituted to investigate internal complaints and also for the maintenance of discipline on the College campus.

Objectives:

The Internal Complaints Committee or the Discipline Committee has been empowered to discharge the following functions.

- Set the tone for maintenance of discipline on the college campus. It is the responsibility of the Discipline committee to set the rules and regulations regarding behaviour of the students in the college.
- Devise an appropriate mechanism to ensure a peaceful and harmonious academic atmosphere in the college. Since students are coming from different socio-economic backgrounds, it is necessary to introduce a common framework for the mobility and activities of the students in the campus.
- The committee is authorized to look into the complaints relating to the breach of discipline, students' disturbances, unlawful activities disturbing the peaceful functioning of the College, and other forms of violence among the students.
- The committee is also empowered to conduct enquiry on the matters of student's indiscipline and suggest appropriate punitive and corrective measures.

Scope:

The Internal Complaints Committee is an in-house mechanism to receive and address the issues of student's indiscipline. The scope of the committee is limited to the regular students of the campus. It also has jurisdiction in those matters of indiscipline occurring outside the

INTERNAL COMPLAINTS COMMITTEE (ICC) FOR PREVENTION OF SEXUAL HARASSMENT

DGC has **0** ZERO TOLERANCE TO SEXUAL HARASSMENT

Report any unacceptable behaviour to ICC by filing a complaint on www.tesc.edu.in OR Email us at tescccomplaints@gmail.com

Pic.4 Grievance Redressal Cell on Domkal Girls' College Website

Link: https://domkalgirlscollege.ac.in/grc_about

domkalgirlscollege.ac.in/grc/about

Domkal Girls' College
Affiliated to Kalyani University
Recognised by the UGC u/s 2(f)

Home About College Administration Academic Admission IQAC NAAC Student Support ICT Library Achievement Club Feedback form

SEMESTER PAYMENT NEP PAYMENT

About Grievance Redressal Cell

Composition: Members - Resolution - ATR

The Student's Grievance Redressal committee is a statutory committee to look into the grievances and complaints lodged by the students and to examine the issue to arrive at inferences for recommending remedial measures. The Chairman of the committee is the Principal and six senior faculties are the members.

Objectives:

The main objectives of the committee are the following

- To examine the issues and the complaints raised by the students with respect to the matters like harassment, victimization, unfriendly treatment or any other grievance which disturb the learning process of the student.
- To address issues related to student-to-student relationship, student to teacher relationship, student to non-teaching staff relationship and the relationship between student and the academic community.
- To encourage the students to lodge their grievances freely and frankly without any fear of being victimized.
- To collect and examine the complaints/ grievances/ suggestions put by the students on Academic, Administrative, infrastructural and any other matters in the complaints/ suggestion box or received by e-mail at domkalgirlscollege@gmail.com.
- To encourage students to follow moral and ethical values and to desist from undesirable activities in the college campus.

GRIEVANCE CELL

QUESTIONS? COMMENTS? CONCERNS?

[Type here]

PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad
05/09/24

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	উপস্থিত সভ্যগণের নাম NAME OF MEMBERS PRESENT	স্থান / Place	সময় / Time
১। ১	Baschi	৮। ৪	১৫। ১৫
২। ২	P. Chakrabarty	৯। ৯	১৬। ১৬
৩। ৩	Baschi	১০। ১০	১৭। ১৭
৪। ৪	Nazrul Islam	১১। ১১	১৮। ১৮
৫। ৫	Goyatal Mandal	১২। ১২	১৯। ১৯
৬। ৬		১৩। ১৩	২০। ২০
৭। ৭		১৪। ১৪	২১। ২১

নং / No.	রেজল্যুশন / Resolution Adopted
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ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



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Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

NOTICE-ARC/1

Date: (20/07/2018)

All members of the Anti-ragging Cell are requested to attend the meeting in Principal's Chamber on 27.07.10.2018 (Thursday) at 12.30 PM to discuss the following agenda:

1. Increase department wise awareness against the malpractice of ragging.
2. Anti-Ragging postering
3. Miscellaneous

P. Chakrabarty

Convenor

Signature of ~~Convenor~~:

Baschi

Signature of Chairman:

**Teacher-in-Charge
Domkal Girls' College**

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



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Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

Details of meeting of Anti-Ragging Cell held on 27/07/2018

Attendees:

Name	Signature
Dr. Anasua Bagchi (Chairman)	<i>Bagchi</i>
Mr. Parantap Chakraborty (Convener)	<i>P. Chakraborty</i>
Mr Chittaranjan Naskar (Member)	<i>Chittaranjan Naskar</i>
Mr. Nazrul Islam	<i>Nazrul Islam</i>
Ms Gayatri Mandal Sarkar	<i>Gayatri Mandal Sarkar</i>

The Members attended the meeting in Principal's Chamber on 27.07.2018 at 12.30 PM and resolved the following unanimously after discussing all the mentioned points in the agenda.

Agenda-1: Increase department wise awareness against the malpractice of ragging.

It was resolved that faculty of each department would sensitize their students about the malpractice of ragging.

Agenda-2: Anti-Ragging poster

It was resolved that posters bearing anti-ragging information would be put up at important places in the college campus

Agenda-3: Miscellaneous

It was resolved that seminars/ orientation programmes will be planned for sensitizing students against ragging.

Teacher-In-Charge
Domkal Girls' College

মিটিং রেজল্যুশন বহি
MEETING RESOLUTION BOOK

মিটিং নং /Meeting No.	
তারিখ /Date	

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান /Place	
সময় /Time	

১। ১	Bagchi	৮। ৪	১৫। ১৫
২। ২		৯। ৯	১৬। ১৬
৩। ৩	← <i>Arjun Kumar</i>	১০। ১০	১৭। ১৭
৪। ৪	Nazrul Islam	১১। ১১	১৮। ১৮
৫। ৫	Gayatri Mandal Sarker	১২। ১২	১৯। ১৯
৬। ৬		১৩। ১৩	২০। ২০
৭। ৭		১৪। ১৪	২১। ২১

নং /No.	রেজল্যুশন /Resolution Adopted

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



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Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

NOTICE-ARC/2

Date: 07/03/2019

All members of the Anti-Ragging Cell are requested to attend the meeting in Principal's Chamber on 15.03.2019 (Friday) at 2.30 PM to discuss the following agenda:

1. Increase department wise awareness against the malpractice of ragging.
2. Anti-Ragging postering
3. Miscellaneous

P. Chakraborty

Signature of Coordinator:

Bagchi

Signature of Chairman:

Teacher-In-Charge
Domkal Girls' College

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩

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Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

Details of meeting of Anti-Ragging Cell held on 15/03/2019

Attendees:

Name	Signature
Dr. Anasua Bagchi (Chairman)	<i>Bagchi</i>
Mr. Parantap Chakraborty (Convenor)	<i>P. Chakraborty</i>
Mr Chittaranjan Naskar (Member)	<i>Chittaranjan Naskar</i>
Mr. Nazrul Islam	<i>Nazrul Islam</i>
Ms Gayatri Mandal Sarkar	<i>Gayatri Mandal Sarkar</i>

The Members attended the meeting in Principal's Chamber on 15.03.2019 at 2.30 PM and resolved the following unanimously after discussing all the mentioned points in the agenda.

Agenda-1: Increase department wise awareness against the malpractice of ragging.

It was resolved that faculty of each department would sensitize their students about the malpractice of ragging.

Agenda-2: Miscellaneous

It was resolved that seminars/ orientation programmes will be planned for sensitizing students against ragging.

P. Chakraborty

Bagchi
Teacher-in-Charge
Domkal Girls' College

নং/No.	রেজল্যুশন /Resolution Adopted

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



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DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

ANNUAL ACTION TAKEN REPORT FOR JULY 2018-JUNE 2019

1. Steps were taken to ensure that all existing batches of students were properly sensitised about ragging.
2. All students were informed and reminded that ragging is a punishable offence under the Indian Penal Code.
3. Regular discussion and open approach to peer group dynamics ensured that interaction between all batches and within groups was free from any ragging.

P. Chakrabarty

Baseli'

Teacher-in-Charge
Domkal Girls' College

মিটিং রেজল্যুশন বই

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	উপস্থিত সভ্যগণের নাম	স্থান / Place
তারিখ / Date	NAME OF MEMBERS PRESENT	সময় / Time
১। ১	৮। ৪	১৫। ১৫
২। ২	৯। ৯	১৬। ১৬
৩। ৩	১০। ১০	১৭। ১৭
৪। ৪	১১। ১১	১৮। ১৮
৫। ৫	১২। ১২	১৯। ১৯
৬। ৬	১৩। ১৩	২০। ২০
৭। ৭	১৪। ১৪	২১। ২১

নং / No.	রেজল্যুশন / Resolution Adopted
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ডোমকাল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকাল, মুর্শিদাবাদ, ৭৪২৩০৩



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Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

NOTICE-ARC/1

Date: 13/11/2019

All members of the Anti-Ragging Cell are requested to attend the meeting in Principal's Chamber on 20.11.2019 (Thursday) at 12.30 PM to discuss the following agenda:

1. Increase department wise awareness against the malpractice of ragging.
2. To sensitize students regarding cyber-bullying as a significant factor of ragging.
3. Miscellaneous

Signature of Coordinator:

Signature of Chairman:

Teacher-in-Charge
Domkal Girls' College

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]

Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

Details of meeting of Anti-Ragging Cell held on 20/11/2019

Attendees:

Name	Signature
Mr. Abu Emdad Md Abdur Rakib (Chairman)	
Mr. Rajib Saha (Convenor)	
Dr. Anasua Bagchi (Member)	
Mr. Chitrabhanu Biswas (Member)	
Dr Madhusudan Mandal (Member)	

The Members attended the meeting in Principal's Chamber on 20.11.2019 at 12.30 PM and resolved the following unanimously after discussing all the mentioned points in the agenda.

Agenda-1: Increase department wise awareness against the malpractice of ragging.

It was resolved that faculty of each department would sensitize their students about the malpractice of ragging.

Agenda-2: To sensitize cyber-bullying as a significant factor of ragging.

It was resolved that all students shall be sensitized about cyber-bullying. Through discussions in classrooms and peer group interactions, students will learn to identify cyber-bullies and address them accordingly. All WhatsApp groups of students to be closely monitored.

Agenda-3: Miscellaneous

It was resolved that seminars/ orientation programmes will be planned for sensitizing students against ragging.

Teacher-In-Charge
Domkal Girls' College

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং /Meeting No.	উপস্থিত সভ্যগণের নাম	স্থান /Place
তারিখ /Date	NAME OF MEMBERS PRESENT	সময় /Time
১। ১	৮। ৪	১৫। ১৫
২। ২	৯। ৯	১৬। ১৬
৩। ৩	১০। ১০	১৭। ১৭
৪। ৪	১১। ১১	১৮। ১৮
৫। ৫	১২। ১২	১৯। ১৯
৬। ৬	১৩। ১৩	২০। ২০
৭। ৭	১৪। ১৪	২১। ২১

নং /No.	রেজল্যুশন /Resolution Adopted
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ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



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Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

Action Taken Report on Anti-Ragging Cell Resolutions dated 20/11/2019

1. New and existing batches were cautioned about ragging as a punishable offence.
2. Students were asked to be careful in digital interactions just as they are in face-to-face interactions.
3. Students of each semester were encouraged to maintain healthy equations with seniors and juniors.

Signature of Coordinator:

Teacher-in-Charge
Domkal Girls' College

মিটিং রেজল্যুশন বই
MEETING RESOLUTION BOOK

মিটিং নং /Meeting No.	উপস্থিত সভ্যগণের নাম NAME OF MEMBERS PRESENT	স্থান /Place
তারিখ /Date		সময় /Time
১। ১		১৫। ১৫
২। ২		১৬। ১৬
৩। ৩	Bagech	১৭। ১৭
৪। ৪	Chitralekha Biswas	১৮। ১৮
৫। ৫	Maddhoo Mondal	১৯। ১৯
৬। ৬		২০। ২০
৭। ৭		২১। ২১

নং/No.	রেজল্যুশন /Resolution Adopted

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]

Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

NOTICE-ARC/2

Date: 11/02/2020

All members of the Anti-Ragging Cell are requested to attend the meeting in Principal's Chamber on 18.02.2020 (Tuesday) at 12.30 PM to discuss the following agenda:

1. Increase department wise awareness against the malpractice of ragging.
2. To sensitize students regarding cyber-bullying as a significant factor of ragging.
3. Miscellaneous

Signature of Convenor:

Signature of Chairman:

Teacher-In-Charge
Domkal Girls' College

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩

[Govt. Aided]
Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

Details of meeting of Anti-Ragging Cell held on 18/02/2020**Attendees:**

Name	Signature
Mr. Abu Emdad Md Abdur Rakib (Chairman)	
Mr. Rajib Saha (Convenor)	
Dr. Anasua Bagchi (Member)	
Mr. Chitrabhanu Biswas (Member)	
Dr Madhusudan Mandal (Member)	

The Members attended the meeting in Principal's Chamber on 18.02.2020 at 12.30 PM and resolved the following unanimously after discussing all the mentioned points in the agenda.

Agenda-1: Increase department wise awareness against the malpractice of ragging.

It was resolved that faculty of each department would sensitize their students about the malpractice of ragging.

Agenda-2: To sensitize cyber-bullying as a significant factor of ragging.

It was resolved that all students shall be sensitized about cyber-bullying. Through discussions in classrooms and peer group interactions, students will learn to identify cyber-bullies and address them accordingly. All WhatsApp groups of students to be closely monitored.

Agenda-3: Miscellaneous

It was resolved that seminars/ orientation programmes will be planned for sensitizing students against ragging.

Teacher-in-Charge
Domkal Girls' College

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]
Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

ANNUAL ACTION TAKEN REPORT FOR JULY 2019-JUNE 2020

1. Steps were taken to ensure that all existing batches of students were properly sensitised about ragging.
2. All students were informed and reminded that ragging is a punishable offence under the Indian Penal Code.
3. Postering in strategic positions in the college campus were put up to ensure that all students were aware about the malpractice of ragging.
4. Regular discussion and open approach to peer group dynamics ensured that interaction between all batches and within groups was free from any ragging.
5. Students were cautioned regarding online interactions on various social media platforms (especially WhatsApp groups). They were asked to maintain decorum and their interactions were expected to be free from any bullying, ragging or trolling.

Teacher-In-Charge
Domkal Girls' College

মিটিং রেজল্যুশন বই

MEETING RESOLUTION BOOK

মিটিং নং /Meeting No.	উপস্থিত সভ্যগণের নাম	স্থান /Place
তারিখ /Date	NAME OF MEMBERS PRESENT.	সময় /Time
১। ১	৮। ৪	১৫। ১৫
২। ২	৯। ৯	১৬। ১৬
৩। ৩	১০। ১০	১৭। ১৭
৪। ৪	১১। ১১	১৮। ১৮
৫। ৫	১২। ১২	১৯। ১৯
৬। ৬	১৩। ১৩	২০। ২০
৭। ৭	১৪। ১৪	২১। ২১

নং/No.	রেজল্যুশন /Resolution Adopted
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ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]

Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

NOTICE-ARC/1

Date: 04/11/2020

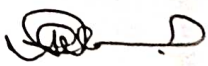
All members of the Anti-Ragging Cell are requested to attend the online meeting on 10.11.2020 at 3.30 PM to discuss the following agenda at the link provided below:

Link: <https://meet.google.com/ddo-zyii-anv>

(please join the provided link 5 minutes before the meeting starts)

1. To sensitize students regarding cyber-bullying as a significant factor of ragging.
2. Miscellaneous


Signature of Convenor:


Signature of Chairman:
Teacher-in-Charge
Domkal Girls' College

11	DGC/A/264/2023	20/9/24	2nd cam 2023 Review
12	DGC/A/105/2024	21/03/2024	2nd cam 2023 Review

নং/No.

রেজল্যুশন / Resolution Adopted

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]

Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

Details of meeting of Anti-Ragging Cell held on 10/11/2020

Attendees:

Name	Signature
Mr. Abu Emdad Md Abdur Rakib (Chairman)	
Mr. Rajib Saha (Convenor)	
Dr. Anasua Bagchi (Member)	
Mr. Chitrabhanu Biswas (Member)	
Dr Madhusudan Mandal (Member)	

The Members attended the online meeting through virtual mode on 10.11.2020 at 3:30 PM and resolved the following unanimously after discussing all the mentioned points in the agenda.

Agenda-1: To sensitize cyber-bullying as a significant factor of ragging.

It was resolved that all students shall be sensitized about cyber-bullying. Through discussions in classrooms and peer group interactions, students will learn to identify cyber-bullies and address them accordingly. All WhatsApp groups of students to be closely monitored.

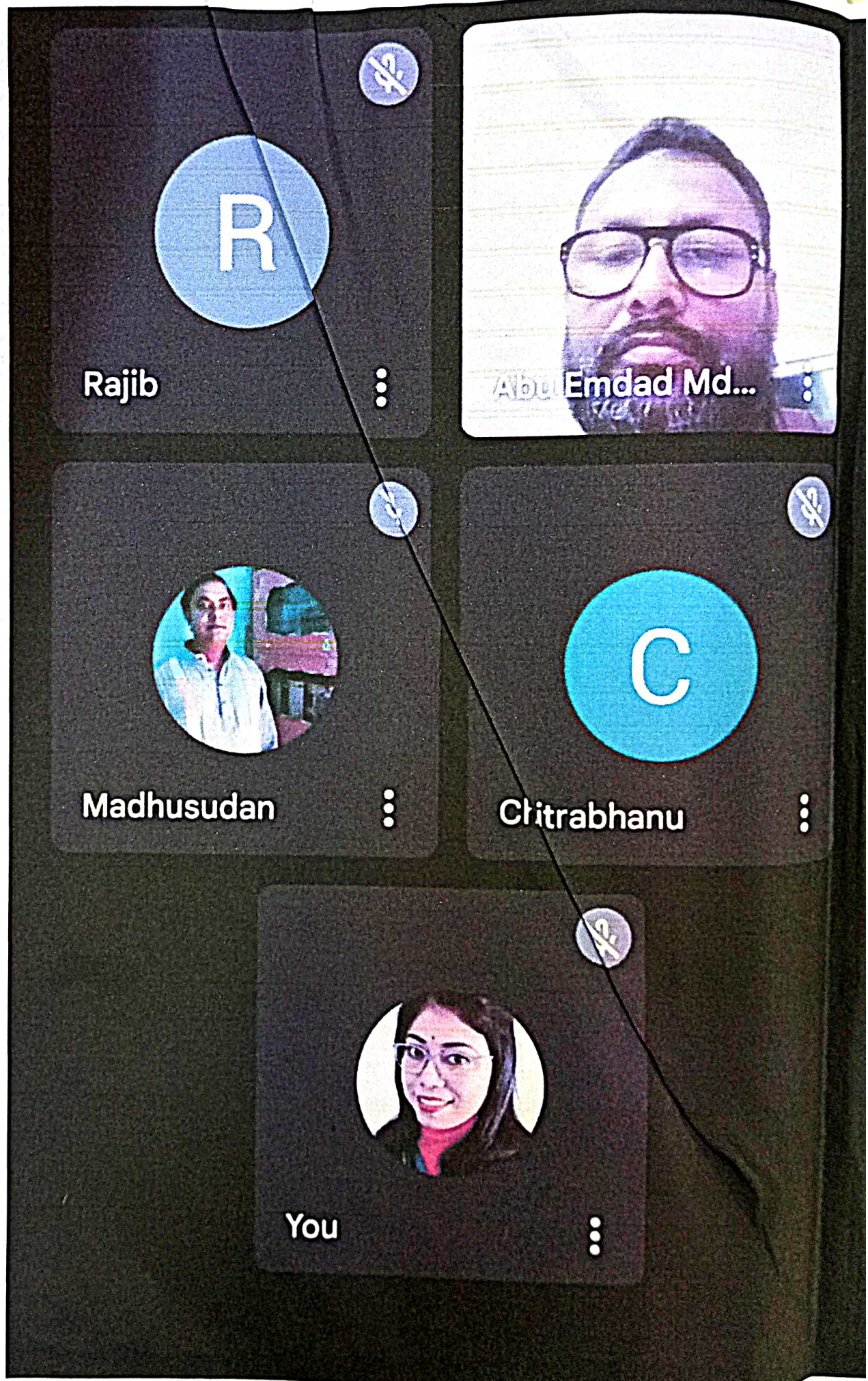
Agenda-2: Miscellaneous

It was resolved that orientation programmes will be planned for sensitizing students against ragging (as and when the pandemic situation allows).

Teacher-in-Charge
Domkal Girls' College

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK




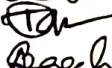
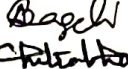
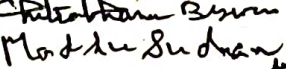
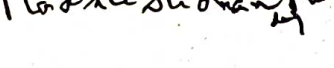
মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	
তারিখ / Date	

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	
সময় / Time	

১। ১		৮। ৪	১৫। ১৫
২। ২		৯। ৯	১৬। ১৬
৩। ৩		১০। ১০	১৭। ১৭
৪। ৪		১১। ১১	১৮। ১৮
৫। ৫		১২। ১২	১৯। ১৯
৬। ৬		১৩। ১৩	২০। ২০
৭। ৭		১৪। ১৪	২১। ২১

নং / No. রেজল্যুশন / Resolution Adopted

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]

Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303


NOTICE-ARC/1

Date: 25/01/2021

All members of the Anti-Ragging Cell are requested to attend the meeting in Principal's Chamber on 29.01.2021 at 11.30 AM to discuss the following agenda:

1. To sensitize students regarding cyber-bullying as a significant factor of ragging.
2. Miscellaneous


Signature of Convenor:


Signature of Chairman:

Teacher-In-Charge
Domkal Girls' College

মিটিং রেজল্যুশন বহি
MEETING RESOLUTION BOOK

মিটিং নং /Meeting No.		উপস্থিত সভ্যগণের নাম	স্থান /Place
তারিখ /Date		NAME OF MEMBERS PRESENT	সময় /Time

১। ১	৮। ৪	১৫। ১৫
২। ২	৯। ৯	১৬। ১৬
৩। ৩	১০। ১০	১৭। ১৭
৪। ৪	১১। ১১	১৮। ১৮
৫। ৫	১২। ১২	১৯। ১৯
৬। ৬	১৩। ১৩	২০। ২০
৭। ৭	১৪। ১৪	২১। ২১

নং /No.	রেজল্যুশন /Resolution Adopted
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ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]
Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

Action Taken Report on Anti-Ragging Cell Resolutions dated 29/01/2021

1. New and existing batches were cautioned about ragging as a punishable offence.
2. Students were asked to be careful in digital interactions just as they are in face-to-face interactions. They were encouraged to report anything that seemed untoward behaviour, bullying or trolling.

Signature of Convenor:

Teacher-In-Charge
Domkal Girls' College

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]

Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

ANNUAL ACTION TAKEN REPORT FOR JULY 2020-JUNE 2021

1. Steps were taken to ensure that all existing batches of students were properly sensitised about ragging.
2. All students were informed and reminded that ragging is a punishable offence under the Indian Penal Code.
3. Postering in strategic positions in the college campus were put up to ensure that all students were aware about the malpractice of ragging.
4. Regular discussion and open approach to peer group dynamics ensured that interaction between all batches and within groups was free from any ragging.
5. Students were cautioned regarding online interactions on various social media platforms (especially WhatsApp groups). They were asked to maintain decorum and their interactions were expected to be free from any bullying, ragging or trolling.

Teacher-in-Charge
Domkal Girls' College

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং /Meeting No.	উপস্থিত সভ্যগণের নাম NAME OF MEMBERS PRESENT	স্থান /Place	সময় /Time
১। ১	১৯/১১/২১		১৫। ১৫
২। ২	Fahmeeda Iqbal Kazi		১৬। ১৬
৩। ৩	Koshmenda		১৭। ১৭
৪। ৪	de-mumun Hatan		১৮। ১৮
৫। ৫	Gyatri Kanti		১৯। ১৯
৬। ৬			২০। ২০
৭। ৭			২১। ২১

নং /No.	রেজল্যুশন /Resolution Adopted
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ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]

Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

NOTICE-ARC/1

Date: 12/11/2021

All members of the Anti-Ragging Cell are requested to attend the meeting in Principal's Chamber on 19.11.2021 at 11.30 AM to discuss the following agenda:

1. To sensitize students regarding cyber-bullying and trolling as a significant factor of ragging.
2. Miscellaneous

Signature of Convenor:

Fahmeeda Iqbal Kazi

Signature of Chairman:

12/11/21

PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]

Affiliated to University of Kalyani

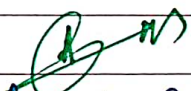
DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

Details of meeting of Anti-Ragging Cell held on 19/11/2021

Attendees:

Name	Signature
Dr Alak Kumar Das (Chairman)	 19/11/21
Ms. Fahmeeda Ghezaal Kazmi (Convenor)	Fahmeeda Ghezaal Kazmi
Dr. Krishnendu Roy (Member)	Krishnendu Roy
Mr. Al Mamun Hassan (Member)	Al Mamun Hassan
Ms Gayatri Mandal Sarkar (Member)	Gayatri Mandal Sarkar

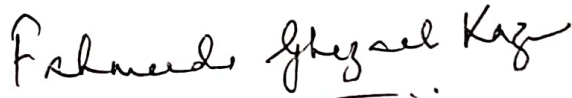
The Members attended the meeting in Principal's Chamber on 19.11.2021 at 11.30 PM and resolved the following unanimously after discussing all the mentioned points in the agenda.


Agenda-1: To sensitize cyber-bullying as a significant factor of ragging.

It was resolved that all students shall be sensitized about cyber-bullying. Through discussions in classrooms and peer group interactions, students will learn to identify cyber-bullies and address them accordingly. All WhatsApp groups of students to be closely monitored.

Agenda-2: Miscellaneous

- Students to be encouraged to share issues concerning their well being without any fear of ridicule.
- It was resolved that orientation programmes will be planned for sensitizing students against ragging (as and when the pandemic situation allows).


Fahmeeda Ghezaal Kazmi

 20/03/22
PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad


মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	
তারিখ / Date	

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	
সময় / Time	

১। ১		৮। ৮	১৫। ১৫
২। ২	Fahimude Iygyaalkezi	৯। ৯	১৬। ১৬
৩। ৩	Roshmende M.	১০। ১০	১৭। ১৭
৪। ৪	Al. mamun. Hossain	১১। ১১	১৮। ১৮
৫। ৫	Gayatri Mandal Sanyal	১২। ১২	১৯। ১৯
৬। ৬		১৩। ১৩	২০। ২০
৭। ৭		১৪। ১৪	২১। ২১

নং / No.	রেজল্যুশন / Resolution Adopted
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ডোমকাল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকাল, মুরশিদাবাদ, ৭৪২৩০৩



[Govt. Aided]
Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

NOTICE-ARC/2

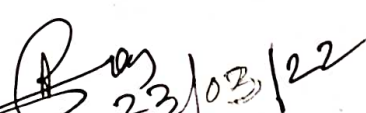
Date: 23/03/2022

All members of the Anti-Ragging Cell are requested to attend the meeting in Principal's Chamber on 30.03.2022 at 11.30 AM to discuss the following agenda:

1. To sensitize students regarding cyber-bullying and trolling as a significant factor of ragging.
2. To sensitize students about the malpractice of ragging.
3. Miscellaneous

Signature of Convenor:




Signature of Chairman:

23/03/22
PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

ডোমকল গার্লস কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]
Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

Details of meeting of Anti-Ragging Cell held on 30/03/2022

Attendees:

Name	Signature
Dr Alak Kumar Das (Chairman)	
Ms. Fahmeeda Ghezaal Kazmi (Convenor)	
Dr. Krishnendu Roy (Member)	
Mr. Al Mamun Hassan (Member)	
Ms Gayatri Mandal Sarkar (Member)	

The Members attended the meeting in Principal's Chamber on 30.03.2022 at 11.30 PM and resolved the following unanimously after discussing all the mentioned points in the agenda.

Agenda-1: To sensitize cyber-bullying as a significant factor of ragging.

It was resolved that all students shall be sensitized about cyber-bullying. Through discussions in classrooms and peer group interactions, students will learn to identify cyber-bullies and address them accordingly. All WhatsApp groups of students to be closely monitored.

Agenda-2: To sensitize students about the malpractice of ragging.

To sensitize students about the malpractice of ragging, its various forms and the punishment thereof under the Indian Penal Code (IPC).

Agenda-3: Miscellaneous

- Students to be encouraged to share issues concerning their well-being without any fear of ridicule.
- It was resolved that orientation programmes will be planned for sensitizing students against ragging (as and when the pandemic situation allows).

24/4/22
PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

মিটিং রেজল্যুশন বহি
MEETING RESOLUTION BOOK

মিটিং নং /Meeting No.	উপস্থিত সভ্যগণের নাম NAME OF MEMBERS PRESENT	স্থান /Place
তারিখ /Date		সময় /Time
১। ১	৮। ৪	১৫। ১৫
২। ২	৯। ৯	১৬। ১৬
৩। ৩	১০। ১০	১৭। ১৭
৪। ৪	১১। ১১	১৮। ১৮
৫। ৫	১২। ১২	১৯। ১৯
৬। ৬	১৩। ১৩	২০। ২০
৭। ৭	১৪। ১৪	২১। ২১

নং/No.	রেজল্যুশন /Resolution Adopted


ডোমকল গার্লস্ কলেজ
স্থাপিত-২০১১
ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩

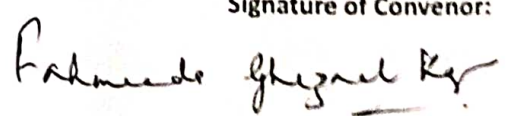

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Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE
ESTD-2011
Domkal, Murshidabad, 742303

Action Taken Report on Anti-Ragging Cell Resolutions dated 30/03/2022

1. New and existing batches were cautioned about ragging as a punishable offence.
2. Students were asked to be careful in digital interactions just as they are in face-to-face interactions. They were encouraged to report anything that seemed untoward behaviour, bullying or trolling.
3. The tendency of encouraging students to come forth with issues concerning their well-being without any fear of ridicule was continued by all faculty.


24/11/22
PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

Signature of Convenor:


ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২০০০



[Govt. Aided]

Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

ANNUAL ACTION TAKEN REPORT FOR JULY 2021-JUNE 2022

1. Steps were taken to ensure that all existing batches of students were properly sensitised about ragging.
2. All students were informed and reminded that ragging is a punishable offence under the Indian Penal Code.
3. Postering in strategic positions in the college campus were put up to ensure that all students were aware about the malpractice of ragging.
4. Regular discussion and open approach to peer group dynamics ensured that interaction between all batches and within groups was free from any ragging.
5. Students were cautioned regarding online interactions on various social media platforms (especially WhatsApp groups). They were asked to maintain decorum and their interactions were expected to be free from any bullying, ragging or trolling.

Fahimda Ghyasat Kezi


PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	উপস্থিত সভ্যগণের নাম	স্থান / Place
তারিখ / Date	NAME OF MEMBERS PRESENT	সময় / Time
১। ১	Ban 24/11/22	১৫। ১৫
২। ২	Fahmeda Ghezal Kay 24/11/22	১৬। ১৬
৩। ৩	Rosib Sah	১৭। ১৭
৪। ৪	Aranga Sagar Rani 24/11/22	১৮। ১৮
৫। ৫		১৯। ১৯
৬। ৬		২০। ২০
৭। ৭		২১। ২১

নং / No.	রেজল্যুশন / Resolution Adopted
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ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]

Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

NOTICE-DGC/ARC/2/2022

DATE: 21/11/2022

It is hereby notified to all the members of the Anti -Ragging Cell of the college that a meeting will be held on 24.11.2022 at 12:00 pm at the Principal's office to discuss the below mentioned agenda.

1. To implement a roadmap for sensitisation of students towards bullying and ragging
2. To sensitize students regarding cyber bullying and trolling
3. Misc.

Signature of the ^{Convener} Co-ordinator:

Fahmeda Ghezal Kay

ডোমকল গার্লস কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]

Affiliated to University of Kalyani

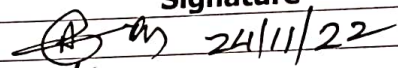
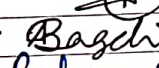
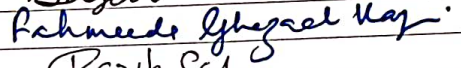
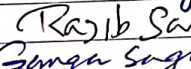

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

Details of meeting Anti- Ragging Cell held on 24/11/2022

Attendees:

Name	Signature
Dr Alak Kumar Das (Chairman)	 24/11/22
Dr Anasua Bagchi (MEMBER)	
Ms Fahmeeda G. Kazmi (CONVENOR)	
Mr. Rajib Saha (Member)	
Mr. Ganga Sagar Rajak (Member)	 24/11/22

The Members attended the meeting in Principal's Chamber on 24.11.2022 at 12.00 PM and resolved the following unanimously after discussing all the mentioned points in the agenda.

Agenda-1: To implement the roadmap for sensitisation of students towards bullying and ragging


It was resolved that all staff of the college would contribute to implementing a roadmap for sensitisation of students towards identifying and stemming bullying.

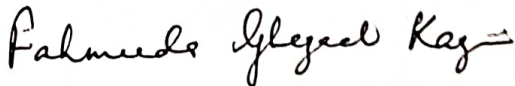
Agenda-2: To sensitize students regarding cyber bullying and trolling

It was resolved that all teachers should sensitise students regarding cyberbullying on various social media platforms and trolling in the name of fun

Agenda-3: Miscellaneous

It was resolved that the college would organise a cyber crime sensitisation programme to sensitise students regarding cyber crime.


PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad


Fahmeeda G. Kazmi

মিটিং রেজল্যুশন বহি
MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	উপস্থিত সভ্যগণের নাম NAME OF MEMBERS PRESENT	স্থান / Place
তারিখ / Date		সময় / Time
১। ১	৮। ৪	১৫। ১৫
২। ২	৯। ৯	১৬। ১৬
৩। ৩	১০। ১০	১৭। ১৭
৪। ৪	১১। ১১	১৮। ১৮
৫। ৫	১২। ১২	১৯। ১৯
৬। ৬	১৩। ১৩	২০। ২০
৭। ৭	১৪। ১৪	২১। ২১

নং / No.	রেজল্যুশন / Resolution Adopted
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ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুরশিদাবাদ, ৭৪২৩০৩



[Govt. Aided]

Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

Action Taken Report for Resolutions of Anti -Ragging Cell Meeting held on

~~03.03.2022~~ 24.11.2021

1. A road map was prepared by all teachers under the supervision of the chairman and members of the anti ragging cell of Domkal Girls' College in order to ensure uniform dissemination of knowledge and awareness to students regarding ragging and bullying.
2. Posters were put up in important spots when every on every floor of the college buildings.
3. An sensitisation programme was organised by the college to educate young women students regarding cyber crime and the laws which protect citizens from cyber crime.

Farhuda Iyegard Key

Bas
02/03/23
PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.		উপস্থিত সভ্যগণের নাম	স্থান / Place
তারিখ / Date		NAME OF MEMBERS PRESENT	সময় / Time

১। ১	<i>Fahmeda Ghazal K...</i>	৮। ৮	১৫। ১৫
২। ২		৯। ৯	১৬। ১৬
৩। ৩	<i>Fahmeda Ghazal K...</i>	১০। ১০	১৭। ১৭
৪। ৪	<i>Mamun Haldan</i>	১১। ১১	১৮। ১৮
৫। ৫	<i>Gayatri Mandal Sarker</i>	১২। ১২	১৯। ১৯
৬। ৬		১৩। ১৩	২০। ২০
৭। ৭		১৪। ১৪	২১। ২১

নং/No. রেজল্যুশন / Resolution Adopted

ডোমকল গার্লস কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



[Govt. Aided]

Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

NOTICE-DGC/ARC/2/2023

DATE: 22/02/2023

It is hereby notified to all the members of the Anti-Ragging Cell that a meeting will be held on 02nd March 2023 at 12:30 pm at the Office of the Principal to discuss the below mentioned agenda. This notice is being issued in concurrence with the office of the Principal, Domkal Girls' College.

1. Increase department wise awareness about anti-ragging measures through postering and display of anti-ragging themed flex.
2. Discussion on the prevention of incidents emanating from unethical bullying and profiling.
3. Misc.

Signature of the Convenor:

Fahmeda Ghazal K...

Convenor

২২.২.২০২৩.

Anti-Ragging Cell

Domkal Girls College

নং/No.

রেজল্যুশন / Resolution Adopted

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩

[Govt. Aided]
Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

**DETAILS OF MEETING ANTI-RAGGING COMMITTEE
(ARC), HELD ON 02/03/2023**

Attendees:

Name	Signature
Dr Alak Kumar Das (Principal)	<i>AKD</i> 02/03/23
Ms. Fahmeeda Ghezaal Kazmi (Convener)	<i>Fahmeeda Ghezaal Kazmi</i> 02.03.23.
Dr. Krishnendu Roy (Member)	<i>K Roy</i> 02/03/23
Mr. Al Mamun Hassan (Member)	<i>Al Mamun Hassan</i> 02.03.2023
Ms. Gayatri Mandal Sarkar (Member)	<i>Gayatri Mandal Sarkar</i> 2/3/23

The ARC Members attended the meeting in Principal's Chamber on 02.03.2023 at 12.30 PM and resolved the following unanimously after discussing all the mentioned points in the agenda.

Agenda-1: To read and confirm the proceedings of the last ARC meeting

The agenda of the previous meeting were read and adopted.

Agenda-2: Increase department wise awareness about anti-ragging measures through postering and display of anti-ragging themed flex

Increase department wise awareness through postering campaigns and relevant anti-ragging measures through other medium.

All Departmental Heads are requested to make the students aware of all types of ragging and the menace arising out of it.

Agenda-3: Discussion on unethical bullying.

All Departmental heads are requested to inform the students about the mechanisms evolved by the college to prevent unethical bullying and profiling of any form.

মিটিং রেজল্যুশন বই

MEETING RESOLUTION BOOK

মিটিং নং /Meeting No.	
তারিখ /Date	

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান /Place	
সময় /Time	

১। ১	৮। ৪	১৫। ১৫
২। ২	৯। ৯	১৬। ১৬
৩। ৩	১০। ১০	১৭। ১৭
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৫। ৫	১২। ১২	১৯। ১৯
৬। ৬	১৩। ১৩	২০। ২০
৭। ৭	১৪। ১৪	২১। ২১

নং/No.	রেজল্যুশন /Resolution Adopted

Agenda-4: Miscellaneous

- Installation of more CCTV cameras for the college campus to ensure prevention of bullying and ragging.
- Awareness campaigns need to be organized by all the departments of the college with the active participation of the students to spread the word on the inimical consequences of institutional ragging and also sensitize the students about all the mechanisms evolved by the college authority to prevent, preclude and penalize the commission of any act qualifying as an act of ragging and unethical bullying.

Fahanda Begum Khatun
02.03.2023
Convenor
Anti-Ragging Cell
Domkal Girls College

[Signature]
02/03/23
PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

নং/No.

রেজলুশন / Resolution Adopted

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



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Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

Action Taken Report for Resolutions of ARC Meeting held on 02.03.2023

1. Increase in department wise awareness about bullying and ragging through relevant campaigns like poster and display of anti-ragging flex were undertaken by different departments.
2. Sensitization of the students regarding the inimical consequences of bullying and institutional ragging thereby constituting a designated body to entertain the complaints related to ragging.
3. Efforts towards increasing the number of sensitization programs were solemnly resolved thereby initiating different campaigns in virtual space for better outreach and targeted dissemination of these institutional initiatives.

Convenor

Fahmida Begum Kogi
25.5.2023

Anti-Ragging Cell
Domkal Girls College

[Signature]
25/05/23
PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



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Affiliated to University of Kalyani

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

ANNUAL ACTION TAKEN REPORT FOR JULY 2022-JUNE 2023

1. Steps were taken to ensure that all existing batches of students were properly sensitised about ragging.
2. All students were informed and reminded that ragging is a punishable offence under the Indian Penal Code.
3. Postering in strategic positions in the college campus were put up to ensure that all students were aware about the malpractice of ragging.
4. Regular discussion and open approach to peer group dynamics ensured that interaction between all batches and within groups was free from any ragging.
5. Faculty members regularly discussed and addressed the issue of ragging and its nature and scope with all students to ensure that bullies (if any) were to be identified and dealt with accordingly.
6. Students were taught how to stand up to bullies and trolls in both offline and online interactions.

Falmeeda Ghezael Kazi

Bas
25/06/23
PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

এস. জি. এস. ওয়াই /
এস. এইচ. জি. / ক্লাব

মিটিং রেজল্যুশন বই

গ্রাম উন্নয়ন কমিটি/
মাতা কমিটি/সমিতি

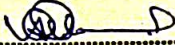
মিটিং-এর ক্রমিক সংখ্যা: 01

মিটিং-এর তারিখ: 14th November, 2019

মিটিং-এর স্থান: principal's chamber

মিটিং-এর সময়: 3. P.M

উপস্থিত সভ্যগণের নাম

১।		৮।
২।	Md. Kawar Hossain	৯।
৩।	P. Cha Liberty	১০।
৪।	Rajib Laha	১১।
৫।	১২।
৬।	Sivas Biswas	১৩।
৭।	১৪।

Ref. No: DGC/CC/01/2019

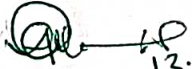
Date: 13.11.2019

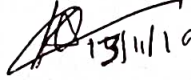
Notice for a meeting of Complaints Committee of Domkal Girls' College

It is hereby notified to all concerned that a meeting of Complaints Committee will be held on 14.11.2019 at 3 PM in the office of the acting principal. All esteemed members are requested to be present in the said meeting to discuss the allegation of some students regarding irregularities of LCC Classes in the Departments of Bengali and English.

Copy to:

1. Teacher-in-Charge, Domkal Girls' College
2. All members of Complaints Committee


13.11.2019
Teacher-in-Charge
Domkal Girls' College
Domkal, Murshidabad


13/11/19
Convenor, Complaints Committee
Domkal Girls' College
Domkal, Murshidabad

, Details of the Meeting and Resolutions Held on 14/11/2019**Nature of the Grievance:**

The Complaints Committee, Domkal Girls' College received a complaint against the non-occurrence of regular classes of the LCC programme Courses in the departments of Bengali and English.

Following the above-mentioned grievance, a meeting was convened on **14.11.2019** to discuss the actions to be taken in this regard. The following members were present in the said meeting.

1. AEM Abdur Rakib (Chairman)
2. Md. Kawsar Hossain (Convenor)
3. Parantap Chakraborty
4. Rajib Saha
5. Bivas Biswas

Resolutions taken in the meeting:

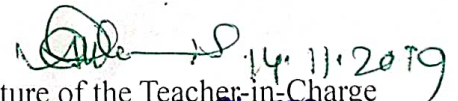
1. The students of the course have to be included in the WhatsApp groups under multiple sections in case the number exceeds the limit for a single WhatsApp group.
2. There has to be a specific routine for the students of LCC classes which will be followed.
3. The students have to be notified beforehand in case there are some changes in the schedule of the classes.
4. Attendance of the pupils would be marked after each class is over.

Following is the action taken report on the basis of the meeting held on
14.11.2019

Item No.	Minutes of the meeting	Resolution	Action Taken	Remarks
1.	Complaint regarding irregular LCC classes in the Department of Bengali and English	1.Students to be included in different WhatsApp groups 2.The routine for LCC classes has to be followed 3.Prior intimation of the students regarding the class in case any alteration happens in the class schedule 4.Attendance must be taken after each class	The TIC had been informed about the issue. The head of the institution had issued a notice regarding asking everyone to comply with the resolutions taken in the meeting.	The matter was resolved successfully



Signature of the convenor



Signature of the Teacher-in-Charge
Teacher-in-Charge
Domkal Girls' College

এস. জি. এস. ওয়াই /
এস. এইচ. জি. / ক্লাব

মিটিং রেজল্যুশন বই

গ্রাম উন্নয়ন কমিটি/
মাতা কমিটি/সমিতি

মিটিং-এর ক্রমিক সংখ্যা :

মিটিং-এর তারিখ : 10/6/21

মিটিং-এর স্থান : *Online Meeting*

মিটিং-এর সময় : 7 P.M

উপস্থিত সভ্যগণের নাম

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ক্রমিক
সংখ্যা

Ref. No: DGC/CC/01/2021

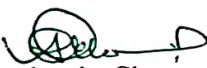
Date: 07.06.2021

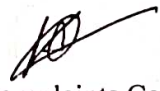
Notice for an online meeting of Complaints Committee of Domkal Girls' College

It is hereby notified to all concerned that a meeting of the Complaints Committee will be held on 10.06.2021 at 7 PM in virtual mode. All esteemed members are requested to be present in the said meeting to discuss about the class routine during Covid-19 scenario.

Copy to:

1. Teacher-in-Charge, Domkal Girls' College
2. All members of Complaints Committee
3. Sahina Akhtar
4. Dr. Biswajit Barman


Teacher-in-Charge
Domkal Girls' College
Domkal, Murshidabad
Teacher-in-Charge
Domkal Girls' College


Convenor, Complaints Committee
Domkal Girls' College
Domkal, Murshidabad

Details and Resolutions of the meeting held on 10.06.2021

The following members were present in the said meeting.

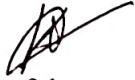
1. AEM Abdur Rakib (Chairman)
2. Md. Kawsar Hossain (Convenor)
3. Dr. Biswajit Barman
4. Sahina Akhtar

Resolutions taken in the meeting:

1. There has to be a specific routine for online classes.
2. The students have to be notified beforehand in case there are some changes in the schedule of the classes.
3. Attendance of the pupils will be marked after each class is over.
4. Regularity must be maintained for the online classes.

Following is the action taken report on the basis of the meeting held on 10.06.2021

Item No.	Minutes of the meeting	Resolution	Action Taken	Remarks
1.	Complaint regarding irregular online classes	The teachers concerned would be intimated regarding the complaint. Class schedule has to be informed in advance in the respective WhatsApp groups.	The TIC had been informed about the issue. The head of the institution had issued a notice regarding asking everyone to comply with the resolutions taken in the meeting.	The matter was resolved successfully


Signature of the convenor


Signature of Teacher-in-Charge
Teacher-in-Charge
Domkal Girls' College

এস. জি. এস. ওয়াই /
এস. এইচ. জি. / ক্লাব

মিটিং রেজল্যুশন বই

গ্রাম উন্নয়ন কমিটি/
মাতা কমিটি/সমিতি

মিটিং-এর ক্রমিক সংখ্যা :

মিটিং-এর তারিখ : 15/11/2021

মিটিং-এর স্থান :

Online Meeting

মিটিং-এর সময় :

উপস্থিত সভ্যগণের নাম

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২।	৯।
৩।	১০।

Ref. No: DGC/GRC/01/2021

Date: 10.11.2021


Notice for an online meeting of Complaints Committee of Domkal Girls' College

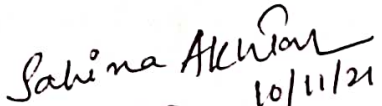
It is hereby notified to all concerned that an online meeting of the Grievance Redressal Cell, Domkal Girls' College will be held on 15.11.2021 at 8 PM on the google meet platform. All esteemed members are requested to be present in the said meeting to discuss the fees relaxation during the pandemic situation.

Apart from the members of the committee, Dr. Anasua Bachi, Convenor, IQAC is also requested to be present in the meeting.

Copy to:

1. Principal, Domkal Girls' College
2. All members of Complaints Committee
3. Dr. Anasua Bagchi, Convenor IQAC


Principal
Domkal Girls' College
Domkal, Murshidabad
10/11/21


Convenor, GRC
Domkal Girls' College
Domkal, Murshidabad
10/11/21

Resolutions of the meeting held on 15.11.2021

After detailed discussion in the meeting it is unanimously resolved to reduce the tuition fees up to 25% during the lockdown period.

However, the matter would be further discussed in the GB meeting.


Principal
Domkal Girls' College
Murshidabad

Following is the action taken report on the basis of the meeting held on 15/04/2022 at Demkal, Murshidabad

Item No.	Minutes of the meeting	Resolution	Action Taken	Remarks
1.	Students' demand to receive a fees waiver at least 50% during the lockdown period. The neighbouring colleges are also moving towards fees cut due to prolonged lockdown.	The college will discuss the issue with the governing body and will take necessary action.	The matter was brought to the notice of the GB members by the principal.	The fees had been cut by at least 25% depending on the financial condition of the student concerned.

Satima Akter
Signature of the convenor

B. B. S. 20/04/22
Signature of the Principal
Principal
Demkal Girls' College
Demkal, Murshidabad

এস. জি. এস. ওয়াই /
এস. এইচ. জি. / ক্লাব

মিটিং-এর ক্রমিক সংখ্যা :
মিটিং-এর স্থান :

মিটিং রেজল্যুশন বই

গ্রান উন্নয়ন কমিটি/
মাতা কমিটি/সমিতি

মিটিং-এর তারিখ : 20/4/2022
মিটিং-এর সময় : 3. p.m

উপস্থিত সভ্যগণের নাম

১।	Das 20/04/22	৮।
২।	Sahina Akhtar	৯।
৩।	Bagchi 20/4/22	১০।
৪।	20/4/22	১১।
		১২।

Ref. No: DGC/GRC/01/2022

Date: 18.04.2022

Notice for a meeting of the Grievance Redressal Cell of Domkal Girls' College

It is hereby notified to all concerned that an online meeting of the Grievance Redressal Cell, Domkal Girls' College will be held on 20.04.2022 at 3 p.m. in the office of the principal. All esteemed members are requested to be present in the said meeting. Apart from the members of the committee, Dr. Anasua Bagchi, Convenor, IQAC is also requested to be present in the meeting.

Agenda of the meeting:

1. To discuss about the bad condition of the washrooms
2. Availability of hand wash and sanitizers in the washrooms

Copy to:

1. Principal, Domkal Girls' College
2. All members of the Grievance Redressal Cell
3. Dr. Anasua Bagchi, Convenor IQAC

Das 18/04/22
Principal
Domkal Girls' College
Domkal, Murshidabad

Sahina Akhtar
Convenor, GRC
Domkal Girls' College
Domkal, Murshidabad

Details and Resolutions of the meeting held on 20.04.2022

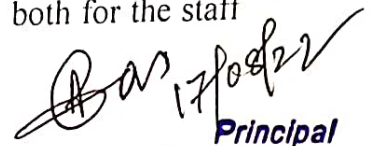
The members present in the meeting include

1. Alak Kumer Das (Chairman)
2. Sahina Akhtar (Convenor)
3. Dr. Anasua Bagchi, Convenor, IQAC
4. Md. Kawsar Hossain
5. Md. Abdul Aziz Mondal
6. Bivas Biswas

Resolutions taken in the meeting:

1. The lady attendants will have to visit the washrooms when the classes are over.

2. The cleaning of toilets has to be completed either before 10.30 in the morning or has to be initiated after 4.30 p.m. in the afternoon.
3. Handwash bottles have to be provided in the staff washrooms.
4. Toilets in the old building have to be renovated.
5. The facility of availing of purified drinking water has to be ensured both for the staff and the students.



Principal
Dumkal Girls' College

Following is the action taken report on the basis of the meeting held on 20.04.2022

Domkal Girls' College

Item No.	Minutes of the meeting	Resolution	Action Taken	Remarks
1.	Unhygienic condition of the staff washrooms especially the one attached to the library in the old building. The need for supplying handwash, sanitizers etc in the staff washrooms	1. The cleaning of toilets has to be completed either before 10.30 in the morning or has to be initiated after 4.30 p.m. in the afternoon. 2. The lady attendants will have to visit the washrooms after the classes are over. 3. Toilets in the old building have to be renovated.	The matter was brought to the notice of the principal for necessary actions. The corresponding work force had been intimated on the issues.	The resolutions have been implemented successfully
2.	Non-availability of purified drinking water for the staffs and students.	4. Handwash bottles have to be provided in the staff washrooms. 5. The facility of availing of purified drinking water has to ensure both for the staff and the students.		

Sawina Akhla

Signature of the convenor

(Signature) 17/08/22

Signature of the Principal

Principal

**Domkal Girls' College
Domkal, Murshidabad.**

এস. জি. এস. ওয়াই /
এস. এইচ. জি. / ক্লাব

মিটিং রেজলুশন বই

গ্রাম উন্নয়ন কমিটি
মাতা কমিটি/সমি

মিটিং-এর ক্রমিক সংখ্যা : ০১
মিটিং-এর স্থান : principal's chamber

মিটিং-এর তারিখ : 17/08/2022
মিটিং-এর সময় : ২ P.M

উপস্থিত সভ্যগণের নাম.

১।	<u>Sahina Akhtar</u>	৮।	<u>Md. Azharuddin Khan</u>
২।	<u>Md. Abdul Aziz Mondal</u>	৯।	<u>Samsujjaman</u>
৩।	<u>Md. Kawsar Hossain</u>	১০।	<u>Rakosh Islam</u>
৪।		১১।	<u>Md. Jafiruddin Mandal</u>

Ref. No: DGC/GRC/01/2022

Date: 10.08.2022

Notice for a meeting of the Grievance Redressal Cell of Domkal Girls' College

It is hereby notified to all concerned that a meeting of the Grievance Redressal Cell will be held on 17.08.2022 at 2:00 PM in the office of the principal to discuss the matter of safety of students within the college campus. All esteemed members are requested to be present in the said meeting. Apart from the members of GRC, all the security staffs of Domkal Girls' College are also requested to attend the meeting.

Copy to:

1. Principal, Domkal Girls' College
2. All members of the Grievance Redressal Cell
3. All security Staffs of Domkal Girls' College

Sahina Akhtar
Principal
Domkal Girls' College
Domkal, Murshidabad
Principal
Domkal Girls' College
Domkal, Murshidabad

Sahina Akhtar
Convenor, GRC
Domkal Girls' College
Domkal, Murshidabad

Details and Resolutions of the meeting held on 17.08.2022


The following members were present in the meeting

1. Alak Kumer Das (Chairman)
2. Sahina Akhtar (Convenor)
3. Md. Abdul Aziz Mondal
4. Md. Kawsar Hossain
5. Fahmeeda Gheezal Kazmi
6. Sahabul Islam
7. Md. Azharuddin Khan
8. Samsujjaman
9. Md. Jafiruddin Mandal
10. Md. Samiul Islam

Resolution of Grievance Redressal Cell taken on 17.08.2022

1. An orientation programme will be conducted for the freshers to sensitize them regarding the code and conduct inside the college.
2. Notice to be served at the gate instructing the students to wear the college uniforms daily.
3. The visitors' register book has to be maintained at the main entrance.

4. The gate will be closed after 10.30 a.m and at least one security staff will be present at the entrance during college hours.
5. The identity of the guardians will be carefully examined before letting them in. No outsider will be allowed inside except prior approval by the principal is granted.
6. Anyone whether a staff or a student can enter the college latest by 12 p.m.
7. CC cameras to be installed at vital places in the campus to check the entry and exit of people.
8. All concerned will be instructed to use the garage to park their vehicles.


28/04/23
Principal
Bamtal Girls' College
Lidaberd

Following is the action taken report under GRC on the basis of meeting held on 17.08.2022

Item No.	Minutes of the meeting	Resolution	Action Taken	Remarks
1.	1. One incident of stalking of one student named Sumana Pramanik, daughter of Ashis Pramanik was brought to the notice of GRC. 2. The stalker is one Swapnanil Roy, son of Tapas Roy, resident of Narasinghapur.	1. An orientation programme would be conducted for the freshers. 2. Visitors' Register book to be kept at the entrance. 3. Identity of the guardians to be checked. 4. CC TV cameras to be installed at vital places. 5. Garage to be used by everyone for their vehicles	1. The principal was intimated about the incident. The security staffs were asked by the principal to be alert. 2. Visitors' Registers are kept at the entrance. 3. Notice has been circulated regarding the wearing of uniform and the use of parking garage. 4. CC TV cameras are installed in vital places	After the necessary actions are taken, no such untoward incident had happened since then.
2.	3. The security of the college campus was brought to the notice of the GRC and Principal			

Sahina Akhla

Signature of the convenor

A. S. 28/04/23

Signature of the Principal

Principal

**Domkal Girls' College
Domkal, Murshidabad**

এস. জি. এস. ওয়াই /
এস. এইচ. জি. / ক্লাব

মিটিং রেজল্যুশন বই

গ্রাম উন্নয়ন কমিটি
মাতা কমিটি/কবি

মিটিং-এর ক্রমিক সংখ্যা : ০৬
মিটিং-এর স্থান : principal's office

মিটিং-এর তারিখ : 28/04/2023
মিটিং-এর সময় : 1:30 P.M

উপস্থিত সভ্যগণের নাম

১।	৮।	Ratan Kumar Pal
২।	Sahina Akhtar	৯।	Md Abdul Aziz Mondal
৩।	Anasua Bagchi	১০।	Md. Kawsar Hossain
৪।	Azharuddin Khan	১১।	Bivas Biswas.
৫।	Samsurjaman	১২।
৬।	Sahabul Islam	১৩।
৭।	Rakesh Islam	১৪।

Ref. No: DGC/GRC/01/2023

Date: 25.04.2023

Notice for a meeting of the Grievance Redressal Cell of Domkal Girls' College


It is hereby notified to all concerned that a meeting of the Grievance Redressal Cell will be held on 28.04.2023 at 1:30 PM in the office of the principal. All esteemed members are requested to be present in the said meeting. Apart from the members of GRC, Dr. Anasua Bagchi, Convenor, IQAC, MD Azharuddin Khan, Ratan Kumar Pal and Rakesh Islam are also requested to attend the meeting.

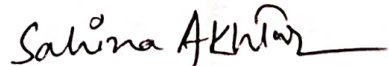
Agenda of the meeting:

1. To discuss the issue of shifting of movable stocks like table, chairs and other equipment from one place to another specially during examinations without proper intimation to the corresponding authority.
2. Callousness to the use of electricity in the college premises.

Copy to:

1. Principal, Domkal Girls' College
2. All members of the Grievance Redressal Cell
3. Dr. Anasua Bagchi, Convenor, IQAC
3. MD Azharuddin Khan, Ratan Kumar Pal and Rakesh Islam


Principal
Domkal Girls' College
Domkal, Murshidabad


Convenor, GRC
Domkal Girls' College
Domkal, Murshidabad

Details and Resolutions of the meeting held on 28.04.2023

The following members were present in the meeting:

1. Alak Kumer Das (Chairman)
2. Sahina Akhtar (Convenor)
3. Dr. Anasua Bagchi
4. Md. Abdul Aziz Mondal
5. Md. Kawsar Hossain
6. Sahabul Islam
7. Bivas Biswas
8. Md. Azharuddin Khan
9. Ratan Kumer Pal
10. Rakesh Islam

ক্রমিক
সংখ্যা

রেজল্যুশন

Resolutions taken in the meeting:

6. No shifting of any moveable stock will be done without the knowledge of the authority. And after the requirement is met, the stock has to be returned in the right place.
7. Energy consumption in the college campus has to be checked. The security staff have to check the class rooms when the classes for the day are over. Besides, every stakeholder of the college will be sensitized regarding the wastage of electricity.

on the basis of meeting held on


23/06/23

Principal
College

Following is the action taken report under GRC on the basis of meeting held on
28.04.2023

Principal
Domkal Girls' College
Domkal, Murshidabad

Item No.	Minutes of the meeting	Resolution	Action Taken	Remarks
1.	Shifting of movable stocks like table, chairs and other equipment from one place to another specially during examinations without proper intimation to the corresponding authority.	1.No shifting of any moveable stock will be done without the knowledge of the authority. 2. And after the requirement is met, the stock has to be returned in the right place. 3.Energy consumption in the college campus has to be checked. The security staffs have to check the class rooms when the classes for the day are over. Besides, every stakeholder of the college will be sensitized regarding the wastage of electricity.	1. The issue was brought to the notice of the principal. 2. The college authority has issued circular intimating the staff members to switch off the electrical equipment on leaving the respective places. In addition to this the security staffs are to recheck daily after classes are over to ensure that energy audit is done properly.	The resolutions are implemented effectively
2.	Callousness regarding the use of electricity in the college premises.			

Salina Akhtar

Signature of the convener

ABM 23/06/23
Signature of the Principal

Principal
Domkal Girls' College
Domkal, Murshidabad

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুরশিদাবাদ, ৭৪২৩০৩

ই-মেইল: domkalgirlscollege@gmail.com

ফোন নং: ৭৪০৭০০০৭৮৮



[Govt. Aided]

Affiliated to University of Kalyani

Recognised by the UGC u/s 2(f)

AISHE Code: C-53416

Website: domkalgirlscollege.ac.in

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

E-mail: domkalgirlscollege@gmail.com

Ph: 7407000788

Document submitted

Organisation wide awareness and undertakings on policies
with zero tolerance

PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুরশিদাবাদ, ৭৪২৩০৩

ই-মেইল: domkalgirlscollege@gmail.com

ফোন নং: ৭৪০৭০০০৭৮৮



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ESTD-2011

Domkal, Murshidabad, 742303

E-mail: domkalgirlscollege@gmail.com

Ph: 7407000788



Bas

PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

ডোমকল গার্লস কলেজ

স্থাপিত-২০১১

ডোমকল, মুরশিদাবাদ, ৭৪২৩০৩

ই-মেইল: domkalgirlscollege@gmail.com

ফোন নং: ৭৪০৭০০০৭৮৮



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DOMKAL GIRLS' COLLEGE

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Domkal, Murshidabad, 742303

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ডোমকল গার্লস কলেজ

স্থাপিত-২০১১

ডোমকল, মুরশিদাবাদ, ৭৪২৩০৩
ই-মেইল: domkalgirlscollege@gmail.com
ফোন নং: ৭৪০৭০০০৭৮৮ / M-7407000788



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Affiliated to University of Kalyani
Recognised by the UGC u/s 2(f)
Website: domkalgirlscollege.org

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303
E-mail: domkalgirlscollege@gmail.com
Ph: 03481-230149 / M-7407000788

Extract of the Resolution adopted in the meeting of the G.B held on 18th October, 2023 (Wednesday), at 1:00 PM, about to approve the Anti-Ragging Committee and Anti-Ragging Squad formed by HEI as per G. O No.780-Edn(u)/10M-75/2018 dated 14/08/2023.

Agenda-11. To approve the Anti-Ragging Committee and Anti-Ragging Squad formed by HEI as per G. O No.780-Edn(u)/10M-75/2018 dated 14/08/2023.

Principal informed the house as per power conferred to the HEI in GO No. 780-Edn(U)/10M-75/2018 dated 14/08/2023 (Page 8 of 13) and following the Measures for constitution for prevention of Ragging as per relevant Regulations (6.3, 6.4) of the University Grant Commission dated July 4, 2009, he formed an **Anti-Ragging Committee** and **Anti-Ragging Squad** nominating the following members.

Anti-Ragging Committee

Sl. No.	Name	Designation
1	Dr. Alak Kumar Das	Principal
2	BDO	Representative of Civil Administration
3	IC	Representative of Police Administration
4	Journalist	Representative of Local Media
5	President of Health Home	Representative of NGO involved in Youth activities
6	Dr. Anasua Bagchi	Department of History
7	Dr. Parantap Chakraborty	Department of English
8	Mr. Chittaranjan Naskar	Department of Bengali
9	Dr. Biswajit Bannan	Department of Philosophy
10	Dr. Tulika Chakraborty	Department of Education
11	Mr. Rajib Saha	Department of Pol. Science
12	Mr. Priyanka Das	Department of Sociology
13	Mr. Nabin Mandal	Department of Geography
14	Mr. Samim Sk	Department of Physical Education
15	Mr. Sohel Rana	Department of Computer Education
16	Mr. Rathin Singha Roy	Representative of Guardians
17		Representative of Fresh student
18	Mr. Ganga Sagar Rajak	Representative of NTS of the College

Anti-Ragging Squad

Sl. No.	Name	Designation
1	Dr. Alak Kumar Das	Principal
7	Dr. Parantap Chakraborty	Department of English
9	Dr. Biswajit Bannan	Department of Philosophy
10	Dr. Tulika Chakraborty	Department of Education
11	Mr. Rajib Saha	Department of Pol. Science
	Mr. Bivas Biswas	SACT, Department of Bengali
13	Ms. Gayatri Sarkar Mandal	Office Peon
18	Ganga Sagar Rajak	Representative of NTS of the College

Date:11/12/2023

(DR. ALAK KUMAR DAS)

Principal
PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩

ই-মেইল: domkalgirlscollege@gmail.com

ফোন নং: ৭৪০৭০০০৭৮৮



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DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

E-mail: domkalgirlscollege@gmail.com

Ph: 747000788



Government of West Bengal
Department of Higher Education,
Bikash Bhavan, 6th Floor: Salt Lake, Kolkata – 700 091.

Memo. No. 30 (23) – SSS (A/CS/T)/2023

Date: 14th August 2023

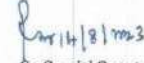
From: Siladitya Basuray, IAS
Sr. Special Secretary to the Government of West Bengal

To: Commissioner of Police, Kolkata
18, Lal Bazar Street, Kolkata- 700001

District Magistrate (All)

Sir/ Madam,

Kindly find herewith a copy of Circular No. 780-Edn(U)/10M-75/2018 dated 14.08.2023 and Notification No. 781-Edn (U)/10M-75/2018 dated 14.08.2023 on Prohibition of Ragging in the Higher Educational Institutions in the State of West Bengal for kind perusal and necessary action.

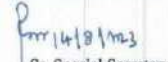

Sr. Special Secretary

Memo. No. 30 (23) /1 (10) – SSS (A/CS/T)/2023

Date: 14th August 2023

Copy for information and taking necessary action to:-

1. Special Commissioner, University Branch, Department of Higher Education, Government of West Bengal, with a request to circulate the above Circular along with Notification to all the Universities in the State.
2. Director of Public Instruction, West Bengal with a request to circulate the above Circular along with Notification to all the Colleges under her control in the State.
3. Director of Technical Education, West Bengal with a request to circulate the above Circular along with Notification to all the Engineering & Professional Colleges under her control in the State.
4. Sr. Special Secretary to the Hon'ble Governor, West Bengal.
5. Private Secretary to the Hon'ble Minister-in-Charge, Department of Higher Education, Government of West Bengal.
6. Sr. PS to the Additional Chief Secretary, Department of Animal Resources Development, Government of West Bengal along with the copy of Circular and Notification.
7. Sr. PS to the Principal Secretary, Department of Higher Education, Government of West Bengal.
8. Sr. PS to the Principal Secretary, Agriculture Department, Government of West Bengal along with the copy of Circular and Notification.
9. Sr. PS to the Principal Secretary, Health & Family Welfare Department, Government of West Bengal along with the copy of Circular and Notification.
10. Sr. PS to the Secretary, Minority Affairs and Madrasah Education Department, Government of West Bengal along with the copy of Circular and Notification.


Sr. Special Secretary



PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad



GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HIGHER EDUCATION
UNIVERSITY BRANCH
BIKASH BHAVAN, SALT LAKE, KOLKATA-700091

No. 780 -Edn(U)/ 10M-75/2018

Date: 14.08.2023

CIRCULAR

Subject: Prohibition of Ragging in the Higher Educational Institutions in the State of West Bengal

In view of the directions of the Hon'ble Supreme Court of India dated 8th May 2009 read with the recommendations of Raghavan Committee dated 7th May 2007, Regulations issued by the University Grants Commission(UGC) from time to time, the West Bengal Prohibition of Ragging in Educational Institutions at 2000 , the West Bengal Prohibition of Ragging in Educational Institutions Rules, 2001, to prohibit, prevent and eliminate the scourge of ragging including 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, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or 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, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the State and thereby, to provide for healthy development, physically and psychologically of all students , the competent authority in the Higher Education Department (HED) has decided to issue the following guidelines to curb the menace of ragging in Higher Educational Institutions (HEIs) of the State.

Page 1 of 13

Bas

PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

- a. Measures for prevention of Ragging at the institutional Level :-
All HEIs in the State are directed to follow the guidelines in this regard and enclosed at Annexure-I of this Circular. **(Annexure-I Enclosed)**
- b. Constitution and composition of the Anti-Ragging Committee, Mentoring and Monitoring Cell and other suitable measures:-
All HEIs in the State are directed to follow the Guidelines stated in this regard and enclosed at Annexure –II of this Circular **(Annexure-II Enclosed)**
- c. Constitution of State and District level Anti Ragging Committees:- All HEIs and District Magistrates including the Commissioner of Police, Kolkata are requested to follow guidelines stated at Annexure-III of this Circular. **(Annexure-III Enclosed)**
- d. State level Committee to look into the complaints lodged by the students /guardians regarding inaction, negligence on the part of the management of the Educational Institutions etc. - the Competent Authority has decided to Constitute a State Level Committee read with provisions of Section 7 and 8 of the West Bengal Prohibition of Ragging in Educational Institutions Act, 2000 and Rule 5, 6 and 7 of the West Bengal Prohibition of Ragging in Educational Institutions Rules, 2001. A copy of the said committee is annexed at Annexure-IV of this Circular, for suitable compliance by all HEIs in the State. **(Annexure-IV Enclosed)**

This Circular is issued in public interest and with the approval of the Competent Authority.

Senior Special Secretary



Annexure-I

Measures for prevention of ragging at the institution level as per relevant Regulations (6.1, 6.2) of the University Grants Commission dated July 4, 2009

- I. An Institution shall take the following steps in regard to admission or Registration of students namely,
- Every public declaration of intent by any institution, in any electronic, audiovisual or print or any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with the provisions of any penal law for the time being in force.
 - The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print UGC Regulations 2009 in full. Provided that the institution shall also draw attention to any law concerning ragging and its consequences, as may be applicable to the institution publishing such brochure of admission/instruction booklet or the prospectus. Provided further that the telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the institution, including but not limited to the Head of the institution, faculty members, members of the Anti-Ragging Committees and Anti-Ragging Squads, District and Sub-Divisional authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be published in the brochure of admission/instruction booklet or the prospectus.
 - Where an institution is affiliated to a University and publishes a brochure of admission/instruction booklet or a prospectus, the affiliating university shall ensure that the affiliated institution shall comply with the provisions of clause (a) and clause (b) above.
 - The application form for admission, enrollment or registration shall contain an affidavit, *(It shall be compulsory for each student and his/ guardians to submit an online undertaking each academic year at either of the two designated websites viz. www.antiragging.in & www.amanmovement.org and the revised procedure is as per D.O. No. F.1-152009(ARC) Pt-III dated December 2018 issued to Vice-Chancellors of all Universities and Principals of all Colleges by the University Grants Commission.)* mandatorily in English and in Hindi and/or in one of the regional languages known to the applicant, as provided in the English language in Annexure I to UGC Regulations 2009 on anti-ragging, to be filled up and signed by the applicant to the effect that he/she has read and understood the provisions of UGC Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under the said

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Regulations and also affirm to the effect that he/she has not been expelled and/or debarred by any institution and further aver that he/she would not indulge, actively or passively, in the actor abet the act of ragging and if found guilty of ragging and/or abetting ragging, is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of such student.

- e) The application for admission shall be accompanied by a document in the form of, or annexed to, the School Leaving Certificate/Transfer Certificate/Migration Certificate/Character Certificate reporting on the inter-personal/social behavioral pattern of the applicant, to be issued by the school or institution last attended by the applicant, so that the institution can thereafter keep watch on the applicant, if admitted, whose behavior has been commented in such document.
- f) A student seeking admission to a hostel forming part of the institution, or seeking to reside in any temporary premises not forming part of the institution, including a private commercially managed lodge or hostel, shall have to submit additional affidavits countersigned by his/her parents/guardians in the form prescribed along with his/her application.
- g) Before the commencement of the academic session in any institution, the Head of the Institution shall convene and address a meeting of various functionaries/agencies, such as Hostel Wardens, representatives of students, parents/ guardians, faculty, district administration including the police, to discuss the measures to be taken to prevent ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them.
- h) The institution shall, 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, prominently display posters depicting the provisions of penal law applicable to incidents of ragging, and the provisions of these Regulations and also any other law for the time being in force, and the punishments thereof, shall be prominently displayed on Notice Boards of all departments, hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging incidents.
- i) 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.
- j) The institution shall identify, properly illuminate and keep a close watch on allocations known to be vulnerable to occurrences of ragging incidents.
- k) The institution shall tighten security in its premises, especially at vulnerable places and intense policing by Anti-Ragging Squad, referred to in these Regulations and volunteers, if any, shall be resorted to at such points at odd hours during the first few months of the academic session.



- l) The institution shall utilize the vacation period before the start of the new academic year to launch a publicity campaign against ragging through posters, leaflets and such other means, as may be desirable or required, to promote the objectives of this Memorandum.
 - m) 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 an aim to promote the objectives of this Regulation.
 - n) Every institution shall engage or seek the assistance of professional counselors before the commencement of the academic session, to be available when required by the institution, for the purposes of offering counseling to freshers and to other students after the commencement of the academic year.
 - o) The head of the institution shall provide information to the local police and local authorities, the details of every privately commercially managed hostels or lodges used for residential purposes by students enrolled in the institution and the head of the institution shall also ensure that the Anti-Ragging Squad shall ensure vigil in such locations to prevent the occurrence of ragging therein.
- II.** An institution shall, on admission or enrolment or registration of students, take the following steps, namely;
- a) Every fresh student admitted to the institution shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes including addresses and telephone numbers, so as to enable the student to contact the concerned person at any time, Wardens, Head of the institution, all members of the anti-ragging squads and committees, relevant district and police authorities.
 - b) The institution, through the leaflet shall explain to the freshers, the arrangements made for their induction and orientation which promote efficient and effective means of integrating them fully as students with those already admitted to the institution in earlier years and shall inform the freshers about their rights as bona fide students of the institution and clearly instruct them that they should desist from doing anything, with or against their will, even if ordered to by the seniors students, and that any attempt of ragging shall be promptly reported to the Anti-ragging Squad or to the Warden or to the Head of the institution, as the case may be.
 - c) The leaflet 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.

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- d) The institution shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programmes as follows, namely;
- joint sensitization programme and counselling of both freshers and senior students by a professional counsellor;
 - joint orientation programme of freshers and seniors to be addressed by the Head of the institution and the anti-ragging committee;
 - (iii) organization on a large scale of cultural, sports and other activities to provide a platform for the freshers and seniors to interact in the presence of faculty members ;
 - in the hostel, the warden should address all students; and may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration;
 - as far as possible faculty members should dine with the hostel residents in their respective hostels to instill a feeling of confidence among the freshers.
- e) The institution shall set up appropriate committees, including the course-in charge, student advisor, Wardens and some senior students as its members, to actively monitor, promote and regulate healthy interaction between the freshers, junior students and senior students.
- f) Freshers or any other student(s), whether being victims, or witnesses, in any incident of ragging, shall be encouraged to report such occurrence, and the identity of such informants shall be protected and shall not be subject to any adverse consequence only for the reason for having reported such incidents.
- g) Each batch of freshers, on arrival at the institution, shall be divided into small groups and each such group shall be assigned to a member of the faculty, who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any, faced by the fresher in the institution and shall extend necessary help to the fresher in overcoming the same.
- h) It shall be the responsibility of the member of the faculty assigned to the group of freshers, to coordinate with the Wardens of the hostels and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the freshers under his/her charge.
- i) Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the institution shall ensure that access of seniors to accommodation allotted to freshers is strictly monitored by wardens, security guards and other staff of the institution.
- j) A round the clock vigil against ragging in the hostel premises, in order to prevent ragging in the hostels after the classes are over, shall be ensured by the institution.



- k) It shall be the responsibility of the parents/guardians of freshers to promptly bring any instance of ragging to the notice of the Head of the Institution.
- l) Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits at the time of admission or registration, as the case may be, during each academic year.
- m) Every institution shall obtain the affidavit from every student as referred to above and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form, to be accessed easily when required either by the University Grants Commission or any of the Councils or by the institution or by the affiliating University or by any other person or organization authorized to do so.
- n) Every student at the time of his/her registration shall inform the institution about his/her place of residence while pursuing the course of study, and in case the student has not decided his/her place of residence or intends to change the same, the details of his place of residence shall be provided immediately on deciding the same and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.
- o) The Head of the institution shall, at the end of each academic year, send a letter to the parents/guardians of the students who are completing their first year in the institution, informing them about these Regulations and any law for the time being in force prohibiting ragging and the punishments thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging on their return to the institution at the beginning of the academic session next.

Annexure-II

Measures for Constituting bodies for prevention of Ragging as per relevant Regulations (6.3, 6.4) of the University Grants Commission dated July 4, 2009

Every Institution shall constitute the following bodies; namely,

1. Every institution shall constitute a Committee to be known as the **Anti-Ragging Committee** to be nominated and headed by the Head of the institution, and consisting of representatives of civil and police administration, local media, Non Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the freshers category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of levels as well as gender.
2. It shall be the duty of the **Anti-Ragging Committee** to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution.
3. Every institution shall also constitute a smaller body to be known as the **Anti-Ragging Squad** to be nominated by the Head of the Institution with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times. Provided that the **Anti-Ragging Squad** shall have representation of various members of the campus community and shall have no outside representation.
4. It shall be the duty of the **Anti-Ragging Squad** to be called upon to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.
5. It shall also be the duty of the **Anti-Ragging Squad** to conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the **Anti-Ragging Committee** for action. Provided that the **Anti-Ragging Squad** shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and



other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required.

6. Every institution shall, at the end of each academic year, in order to promote the objectives of these Regulations, constitute a **Mentoring Cell** consisting of students volunteering to be Mentors for freshers, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the institution, at the rate of one Mentor for six freshers and one Mentor of a higher level for six Mentors of the lower level.
7. Every University shall constitute a body to be known as **Monitoring Cell** on Ragging, which shall coordinate with the affiliated colleges and institutions under the domain of the University to achieve the objectives of UGC Regulations; and the Monitoring Cell shall call for reports from the Heads of institutions in regard to the activities of the Anti-Ragging Committees, Anti - Ragging Squads, and the Mentoring Cells at the institutions, and it shall also keep itself abreast of the decisions of the District level Anti-Ragging Committee headed by the District Magistrate.
8. The **Monitoring Cell** shall also review the efforts made by institutions to publicize anti-ragging measures, soliciting of affidavits from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violations; and shall function as the prime mover for initiating action on the part of the appropriate authorities of the university for amending the Statutes or Ordinances or Byelaws to facilitate the implementation of anti-ragging measures at the level of the institution.
9. Every institution shall take the following other measures, namely;
 - a) Each hostel or a place where groups of students reside, forming part of the institution, shall have a **full-time Warden**, to be appointed by the institution as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging within the hostel, as well as the softer skills of counseling and communicating with the youth outside the class-room situation; and who shall reside within the hostel, or at the very least, in the close vicinity thereof.
 - b) The Warden shall be accessible at all hours and be available on telephone and other modes of communication, and for the purpose the Warden shall be provided with a



- mobile phone by the institution, the number of which shall be publicized among all students residing in the hostel.
- c) The institution shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.
 - d) The **professional counsellors** shall, at the time of admission, counsel freshers and/or any other student(s) desiring counselling, in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counselling sessions.
 - e) The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counselling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.
 - f) The faculty of the institution and its non-teaching staff, which includes, but is not limited to the administrative staff, contract employees, security guards and employees of service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof.
 - g) The institution shall obtain an undertaking from every employee of the institution including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns and employees of service providers providing services within the institution, that he/she would report promptly any case of ragging which comes to his/her notice.
 - h) The institution shall make a provision in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record.
 - i) The institution shall give necessary instructions to the employees of the canteens and messing, whether that of the institution or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Head of the institution or members of the **Anti-Ragging Squad** or members of the **Anti-Ragging Committee** or the Wardens, as may be required.
 - j) All Universities awarding a degree in education at any level, shall be required to ensure that institutions imparting instruction in such courses or conducting training programme

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for teachers include inputs relating to anti-ragging and the appreciation of the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counselling approach.

- k) Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and crosscheck whether the institution is indeed free of ragging or not and for the purpose the institution may design its own methodology of conducting such surveys.
- l) The institution shall cause to have an entry, apart from those relating to general conduct and behaviour, made in the Migration/Transfer Certificate issued to the student while leaving the institution, as to whether the student has been punished for committing or abetting an act of ragging, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others, during his course of study in the institution.
- m) Notwithstanding anything contained in these Regulations with regard to obligations and responsibilities pertaining to the authorities or members o bodies prescribed above, it shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the institution, whether regular or temporary, and employees of service providers providing service within the institution, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice.
- n) The Heads of Institutions affiliated to a University or a constituent of the University, as the case may be, shall, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti-Ragging measures under these Regulations, and a monthly report on such status thereafter, to the Vice-Chancellor of the University to which the institution is affiliated to or recognized by it.
- o) 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 State Level Committee, constituted by the State Government in this regard.

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Annexure –III

A. State Level Committee with following members:

- (i) Vice Chairperson (Academic), West Bengal State Council of Higher Education - Chairperson
- (ii) An officer not below the rank of Joint Secretary, Higher Education Department – Member
- (iii) An officer not below the rank of Joint Secretary, nominated by Health and Family Welfare Department- Member
- (iv) Member Secretary, West Bengal State Council of Higher Education- Secretary

B. District level Anti-Ragging Committee shall be constituted with the following members

- (i) District Magistrate (Commissioner of Police , Kolkata in case of Kolkata Police Commissionerate) as Chairperson
 - (ii) Superintendent of Police/ Commissioner of Police in the Districts- Member;
 - (iii) Registrar of the University falling within the territorial limits of the District-Member;
 - (iv) Additional District Magistrate (General) of the District as Member Secretary.
 - (v) District Information and Culture Officer (DICO) of the District-Member;
 - (vi) Three Principals of Colleges to be nominated by the Director of Public Instruction/ Director of Technical Education as the case may be;
- Provided that for Kolkata, the Members of the Committee shall be as follows
- (i) Commissioner of Police, Kolkata- Chairperson
 - (ii) Representative of Commissioner, Kolkata Municipal Corporation, not below the rank of Joint Commissioner- Member;
 - (iii) Registrars of Universities within Kolkata;
 - (iv) Representative of the Director of Public Instruction/Director of Technical Education not below the rank of Joint Director of Public Instruction/Technical Education;
 - (v) Joint Commissioner of Police (HQ), Kolkata Police- Member Secretary.
 - (vi) Representative of Director of Information.

All the Committees mentioned herein above should have suitable representations from SC/ST/OBC/Minority Community.



Annexure-IV

GOVERNMENT OF WEST BENGAL
HIGHER EDUCATION DEPARTMENT
BIKASH BHAVAN, KOLKATA-700091

No. 781 -Edn(U)/ 10M-75/2018

Date: 14.08.2023

NOTIFICATION

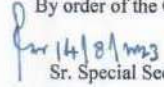
In exercise of the powers conferred by Rule 5 of the West Bengal Prohibition of Ragging in Educational Institutions Rules, 2001, read with provisions of section 7 and section 8 of the West Bengal Prohibition of Ragging in Educational Institutions Act, 2000, the Governor is pleased hereby to constitute the State Level Committee with following members:

1. Vice Chairperson (Academic), West Bengal State Council of Higher Education - Chairperson
2. Special Commissioner, University Branch, Higher Education Department, Government of West Bengal - Member
3. An officer not below the rank of Joint Secretary, nominated by the Health and Family Welfare Department, Government of West Bengal - Member
4. Member Secretary, West Bengal State Council of Higher Education- Secretary

The Committee shall look into the negligence on the part of Management of the Educational Institutions in curbing the menace of ragging in the Higher Educational Institutions, complaints received from students of the Guardians regarding inaction on the part of institutions and deal with them in accordance with the provisions stated in Section 7 and 8 of the West Bengal Prohibition of Ragging in Educational Institutions Act, 2000 and Rule 5,6 and 7 of the West Bengal Prohibition of Ragging in Educational Institutions Rules, 2001.

This is issued with the approval of the Competent Authority.

By order of the Governor


Sr. Special Secretary



Government of West Bengal
Department of Higher Education
University Branch

Bikash Bhavan: 6th Floor, Salt Lake: Kolkata- 700091

No. 849 -Edn (U)/10M-75/2018

Date: 24th August 2023

ORDER

The State Government in the Higher Education Department has issued a circular vide no 780-Edn(U)/10M-75/2018 dated 14.08.2023 on prohibition of Ragging in the Higher Educational Institutions in the State of West Bengal. The competent authority has decided to introduce a 24 X 7 Central dedicated Toll-Free Number 18003455678 at Kolkata Police headquarters, Lalbazar, for lodging complaints related to Ragging. The competent authority has also decided to constitute Ragging prevention cell in the districts and Kolkata with following officials:

The District Level Ragging Prevention Cell :

- Additional District Magistrate looking after the Education in the District,
- Addl. Superintendent of Police (HQ)/ Deputy Commissioner of Police (HQ), as the case may be,
- District Education Officer/ Dy. Magistrate Dy. Collector looking after Education in the District.

The Ragging Prevention Cell for Kolkata :

- Sr. Special Secretary, Department of Higher Education, Government of West Bengal
- Joint Commissioner of Police (HQ), Kolkata Police,
- OSD, Department of Higher Education, at the rank of Joint Director of Public Instruction.

The **Complaints received from outside the jurisdiction of Kolkata Police** shall be addressed in the following manner:

- Complaints received will be forwarded to the Local Police Station through Director General of Police Control Room via District Police Control Room with an intimation to the **Districtlevel Ragging Prevention Cell** and the State Level Anti Ragging Committee notified vide No. 780-Edn (U) dated 14.08.2023, for follow up.

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Domkal, Murshidabad



2. An officer of the local Police Station shall immediately visit to the place of occurrence and take action as per provisions of the law.
3. The Action Taken by the local Police Station shall be reported to the District Level Ragging Prevention Cell within 24 hours through Addl. SP (HQ)/ DCP (HQ) as the case may be.
4. Simultaneously, the District Level Ragging Prevention shall seek Report from the concerned Institution on the basis of the complaint received from the Toll-Free Number.
5. The Head of the Institution/ Registrar/ Director, as the case may be, shall submit the action taken report to the District Level Ragging Prevention Cell within 24 hours.
6. The District Level Ragging Prevention Cell shall place its report, based on the action taken report from the local Police Station and the concerned Institution, before District Level Anti-Ragging Committee, as notified vide No. 780-Edn (U) dated 14.08.2023, through the Additional District Magistrate of the concerned district, being the Member-Secretary of the District Level Anti-Ragging Committee for taking appropriate action.

The Complaints received from the area within the jurisdiction of Kolkata Police in the following manner:

1. Complaint received will be immediately forwarded to the Local Police Station for instant action with an intimation to the **Ragging Prevention Cell for Kolkata** and the State Level Anti Ragging Committee notified vide No. 780-Edn (U) dated 14.08.2023, for follow up.
2. An officer of the local Police Station shall immediately visit to the place of occurrence and take action as per provisions of Law.
3. The Action Taken by the local Police Station shall be reported to the Ragging Prevention Cell for Kolkata through Joint CP (HQ) within 24 hours
4. Simultaneously, the Ragging Prevention Cell for Kolkata will seek report from the concerned Institution on the basis of the complaint received from Toll-Free Number.
5. The Head of the Institution/ Registrar/ Director, as the case may be, shall submit their action taken report to the Ragging Prevention Cell for Kolkata within 24 hours.
6. The Ragging Prevention Cell for Kolkata shall place its report, based on the action taken report from the local Police Station and concerned Institution, before Anti-Ragging

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Committee for Kolkata, as notified vide No. 780-Edn (U) dated 14.08.2023, through Joint Commissioner of Police (HQ), Kolkata Police, being the Member-Secretary of the Anti-Ragging Committee for Kolkata for taking appropriate action.

The Order is issued with the approval of the Competent Authority of the State Government and shall come in to force with immediate effect.

Mohiut Mondal
24.8.23
Senior Special Secretary
Higher Education Department

No. 849/1(24) -Edn (U)/10M-75/2018

Date: 24th August 2023

Copy forwarded for information to:

1. Director General & Inspector General of Police, West Bengal, Nabanna
2. Commissioner of Police, Kolkata
3. Commissioner of Police, _____ Police Commissionerate (All)
4. Additional Director General (Law & Order), West Bengal, Nabanna
5. Commissioner, Kolkata Municipal Corporation
6. Vice-Chairperson (Academic), West Bengal State Council of Higher Education with a request to take necessary action
7. Sr. Special Secretary, Department of Higher Education, College/ Technical Branch with a request to take necessary action
8. District Magistrate, _____ District (All)
9. Joint Commissioner of Police (HQ), Kolkata Police with a request to take necessary action
10. Special Commissioner, Department of Higher Education, University Branch with a request to circulate among all the Universities in the State and for taking necessary action
11. Superintendent of Police, _____ District (All) with a request to take necessary action
12. Additional District Magistrate (Education), _____ District (All) with a request to take necessary action
13. Director of Public Instruction, West Bengal with a request to circulate among all the Colleges under her jurisdiction
14. Director of Technical Education, West Bengal with a request to circulate among the Professional and Engineering Colleges under her jurisdiction
15. Member-Secretary, West Bengal State Council of Higher Education
16. Private Secretary to the Hon'ble Minister in Charge, Department of Higher Education
17. Sr. PS to the Hon'ble Chief Secretary, Government of West Bengal
18. Sr. PS to the Additional Chief Secretary, Department of Home & Hill Affairs, Government of West Bengal
19. Sr. PS to the Additional Chief Secretary, Department of Animal Resources Development, Government of West Bengal

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ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩

ই-মেইল: domkalgirlscollege@gmail.com

ফোন নং: ৭৪০৭০০০৭৮৮



[Govt. Aided]

Affiliated to University of Kalyani

Recognised by the UGC u/s 2(f)

AISHE Code: C-53416

Website: domkalgirlscollege.ac.in

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

E-mail: domkalgirlscollege@gmail.com

Ph: 7407000788

20. Sr. PS to the Principal Secretary, Department of Higher Education, Government of West Bengal
21. Sr. PS to the Principal Secretary, Department of Agriculture, Government of West Bengal
22. Sr. PS to the Principal Secretary, Department of Health & Family Welfare, Government of West Bengal
23. Sr. PS to the Secretary, Department of Minority Affairs and Madrasah Education, Government of West Bengal
24. Office Copy

Abdripit Manna
Senior Special Secretary
Higher Education Department
24.8.22

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Domkal, Murshidabad

ডোমকল গার্লস্ কলেজ

স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩

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ফোন নং: ৭৪০৭০০০৭৮৮



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Affiliated to University of Kalyani

Recognised by the UGC u/s 2(f)

AISHE Code: C-53416

Website: domkalgirlscollege.ac.in

DOMKAL GIRLS' COLLEGE

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Document submitted

Proof for Implementation of guidelines of statutory/regulatory
bodies

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Domkal Girls' College
Domkal, Murshidabad

ডোমকল গার্লস কলেজ

স্থাপিত-২০১১

ডোমকল, মুরশিদাবাদ, ৭৪২৩০৩

ই-মেইল: domkalgirlscollege@gmail.com

ফোন নং: ৭৪০৭০০০৭৮৮



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DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

E-mail: domkalgirlscollege@gmail.com

Ph: 7407000788

Anti Ragging Cell, 2022-23

Designation	Name
Principal (Chairman)	Dr. Ajay Kumar Das
Convener	Ms. Fahmeeda Ghezal Kazmi
Member	Dr. Kishorendu Roy
Member	Mr. Al Mamun Hossain
Member	Ms. Gayatri Mandal Sankar

Annual Action Taken Report

Grievance Redressal Cell, 2022-23

Designation	Name
Principal (Chairman)	Dr. Ajay Kumar Das
Convener	Ms. Sahina Akhtar
Member	Ms. Fahmeeda Ghezal Kazmi
Member	Ms. Karesal Hossain
Member	Mr. Sivas Biswas
Member	Ms. Abdul Aziz Mandal
Member	Mr. Sahabul Islam

Annual Action Taken Report

PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

ডোমকল গার্লস কলেজ

স্থাপিত-২০১১

ডোমকল, মুরশিদাবাদ, ৭৪২৩০৩

ই-মেইল: domkalgirlscollege@gmail.com

ফোন নং: ৭৪০৭০০০৭৮৮



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Affiliated to University of Kalyani
Recognised by the UGC u/s 2(f)
AISHE Code: C-53416
Website: domkalgirlscollege.ac.in

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

E-mail: domkalgirlscollege@gmail.com

Ph: 7407000788

The screenshot shows the website interface for the Internal Complaints Committee, 2022-23. The page features a navigation menu with options like Home, About College, Administration, Academic, Admission, IQAC, NAAC, Student Support, ICT, Library, Achievement, Club, and Feedback form. A 'News Flash' section is visible at the top. The main content area displays a table for 'Internal Complaints Committee, 2022-23' with columns for Designation and Name. A 'Select Session' dropdown menu is also present, showing a list of sessions from 2022-23 to 2018-19. The table lists the following members:

Designation	Name
Presiding Officer	Dr Anissa Bagchi
Member	Ms. Fahmeeda Ghezal Kazmi
Member	Ms. Sahina Akhtar
Member	Mr. Chitrabhanu Biswas
Member	Mrs. Gayatri Mandal Sarkar
Member: N.G.C.	Ms. Aliya Begum



Bas

PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

ডোমকল গার্লস্ কলেজ

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DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal Murshidabad, 742303

Ref. No.: DGC/DPI/02(A)/2021

Date: 27/09/2021

To,
The DPI
Education Directorate
The Govt. Of West Bengal
Bikash Bhavan
Salt Lake City
Kolkata-700091



Sub: Submission of Compliance Report of Constitution of ICC as per Posh Act 2013

Madam,

With reference to your letter no. ED-79/2021, dated 21.09.2021, I hereby submit the Compliance Report pertaining to the recent Constitution of the ICC as per Posh Act 2013.

At my behest, the ICC Committee is formed of our College convened an Online Meeting on 25.09.2021 via virtual mode for the formation of the said Committee.

The name of the members of ICC as resolved in the aforementioned meeting is attached herewith for your perusal.

Thanking you,

Yours Sincerely,


(Dr. Alak Kumar Das)

Principal

Domkal Girls' College

PRINCIPAL

Domkal Girls' College
Domkal, Murshidabad



PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

5.1.4

The institution adopts the following measures for redressal of student grievances including sexual harassment and ragging cases

Response:

- 1.Implementation of guidelines of statutory/regulatory bodies
- 2.Organisation wise 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

The Students Grievance Redressal Cell (SGRC) is responsible for implementing the guidelines for the smooth redressal of the complaints received in the fields of academic, administration and others. The college administration through the Cell has spread awareness on its policies of zero tolerance with respect to any grievance which creates hindrance in the growth of the institution. (Posters spreading awareness) The students can forward their complaints through email or dropping the complaints in the complaints drop box. The committee attends the complaints on regular basis and thereby seek to address the same. The authority prioritises timely redressal of the grievance before letting it to aggravate.

The institution has two other statutory bodies- Anti Ragging Cell and Internal Complaints Committee, apart from Grievance Redressal Cell, for addressing any kind of grievance related to administration, harassment, ragging and any other complaint.

Proof of implementation of the guidelines of the Statutory Bodies:

Students Grievance Redressal Cell (SGRC)

Domkal Girls' College has a Students Grievance Redressal Cell (SGRC) consisting of the following members (Notification copy attached).

1. Dr. Alak Kumar Das (Chairman)
2. Sahina Akhtar (Convenor)
3. Fahmeeda Gheezal Kazmi
4. Md. Kawsar Hossain
5. Bivas Biswas
6. Abdul Aziz Mondal
7. Sahabul Islam

ডোমকাল গার্লস্ কলেজ

স্থাপিত-২০১১
ডোমকাল, মুর্শিদাবাদ, ৭৪২৩০৩



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DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

Ref. No. DGC/Misc/Sub-Com/14/2021

Date:14/08/2021

From : Principal,
Domkal Girls' College

To : Prof. Sahina Akhtar,
Assistant Professor
Department of English
Domkal Girls' College

Respected Madam,

I am directed by the Governing Body, that you are hereby nominated as a convenor/member of following Committees of Domkal Girls' College w.e.f 06/08/2021 vide GB Resolution No 08 Dated 06/08/2021. We expect your sincere and diligent co-operation for smooth running of the institution.

Thanking you.

- | Committee | Convenor/Member/Nodal Officer |
|--|-------------------------------|
| 1. Grievance Redressal Cell | Convenor |
| 2. Admission Sub-Committee | Member |
| 3. Game & Sports Sub-Committee | Member |
| 4. Environmental Awareness Sub-Committee | Member |
| 5. Student Support & Progression Sub Committee | Member |

Sincerely,

Principal
Domkal Girls' College

Formation of Anti Ragging Cell and Internal Complaints Committee

Domkal Girls College has a functioning Anti Ragging Committee and an Anti-Ragging Squad to prevent and address any case of ragging conforming with the institution's zero tolerance policy towards ragging.

Members of the Anti-Ragging Committee:

1. Dr. Alak Kumar Das, Principal
2. BDO, Representative of Civil Administration
3. IC, Representative of Police Administration
4. Journalist, Representative of local media
5. President of Health Home, Representative of NGO involved in Youth activities
6. Dr. Anasua Bagchi, Department of History
7. Dr. Parantap Chakraborty, Department of English
8. Mr. Chittaranjan Naskar, Department of Bengali
9. Dr. Biswajit Barman, Department of Philosophy
10. Dr. Tulika Chakraborty, Department of Education
11. Mr. Rajib Saha, Department of Political Science
12. Mr. Priyankar Das, Department of Sociology
13. Mr. Nabin Mondal, Department of Geography
14. Mr. Samim Sk, Department of Physical Education
15. Mr. Sohel Rana, Department of Computer Education
16. Mr. Rathin Singha Roy, Representative of Guarduians
17. Mr. Ganga Sagar Rajak, Representative of the NTS

The Anti-Ragging Squad of Domkal Girls' College consists of

1. Dr. Alak Kumar Das, Principal
2. Dr. Parantap Chakraborty, Department of English
3. Dr. Biswajit Barman, , Department of Philosophy
4. Dr. Tulika Chakraborty, Department of Education
5. Mr. Rajib Saha, Department of Political Science
6. Mr. Bivas Biswas, Department of Bengali
7. Ms. Gatatri Mondal Sarkar, Office peon
8. Mr. Ganga Sagar Rajak, Representative of the NTS



2.Anti-ragging-all
documents.pdf

Details of the formation of Internal Complaints Committee

As per the meeting held on 25.09.21, Domkal Girls' College had constituted the Internal Complain Committee with the following members.

1. Dr. Anasua Bagchi (Assistant Professor of History), Presiding Officer
2. Ms. Fahmeeda Gheezal Kazmi (Assistant Professor of English), Member
3. Sahina Akhtar (Assistant Professor of History), Member
4. Chitrabhanu Biswas (Assistant Professor of History), Member
5. Gayatri Mondal Sarkar (Office Peon), Member
6. Alia Begum (Member of NGO, SEVA), Member



DPI Letter, Notice
And Resolution of IC

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স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩



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DOMKAL GIRLS' COLLEGE

ESTD:2011

Domkal, Murshidabad, 742303

Ref. No.: DGC/DPI/02(A)/2021

Date:27/09/2021

To,

The DPI
Education Directorate
The Govt. Of West Bengal
Bikash Bhavan
Salt Lake City
Kolkata-700091



Sub: Submission of Compliance Report of Constitution of ICC as per Posh Act 2013

Madam,

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At my behest, the ICC Committee is formed of our College convened an Online Meeting on 25.09.2021 via virtual mode for the formation of the said Committee.

The name of the members of ICC as resolved in the aforementioned meeting is attached herewith for your perusal.

Thanking you,

Yours Sincerely,


(Dr. Alak Kumar Das)

Principal

Domkal Girls' College

PRINCIPAL

Domkal Girls' College
Domkal, Murshidabad

Mechanisms for submission of online/offline students' grievances

The statutory bodies mentioned above conduct regular meeting and awareness programme devise mechanisms for redressal of the grievances. On receiving the complaint, the concerned authority intimates the convenor of the corresponding committee. Thereafter, with due consultation with the principal, a meeting is convened and the matter is raised in the meeting. Resolutions are taken in the meeting are implemented effectively. The purpose of the entire process is not only to redress the particular issue but also to prevent the same problem to affect the culture of teaching learning in the institution in future. The students can reach out to the authority through the following email id: dgcredgrievance2011@gmail.com

They can also use the following help line number for communicating their grievances

7407000788 as displayed in the official website of the college.

Sample copy of meeting and resolutions of different Committees:

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স্থাপিত-২০১১

ডোমকল, মুরশিদাবাদ, ৭৪২৩০৩



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DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303

NOTICE-DGC/ICC/1/2023

DATE: 03/01/2023

It is hereby notified to all the members of the ICC that a meeting will be held on 10th January 2023 at 12:30 pm at the Office of the Principal to discuss the below mentioned agenda. This notice is being issued in concurrence with the office of the Principal, Domkal Girls' College.

1. Increase department wise awareness about women harassment etc.
2. Discussion on proper use of complain box.
3. Misc.

Signature of the Presiding Officer:

Baschi 03/01/23

Presiding Officer
Internal Complain Committee
Domkal Girls College

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স্থাপিত-২০১১

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ESTD-2011

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**DETAILS OF MEETING INTERNAL COMPLAINTS COMMITTEE
(ICC), HELD ON 10/01/2023**

Attendees:

Name	Signature
Dr Alak Kumar Das (Principal)	
Dr Anusua Bagchi (Presiding Officer)	
Ms. Fahmeeda Ghezaal Kazmi (Member)	
Ms. Sahina Akhtar (Member)	
Ms. Chitrabhanu Biswas (Member)	
Ms. Gayatri Mandal Sarkar (Member)	

The ICC Members attended the meeting in Principal's Chamber on 10.01.2023 at 12.30 PM and resolved the following unanimously after discussing all the mentioned points in the agenda.

Agenda-1: To read and confirm the proceedings of the last ICC meeting

The agenda of the previous meeting were read and adopted.

Agenda-2: Increase department wise awareness about women harassment etc.

All Departmental Heads are requested to make aware the students about all types of women harassment.

Agenda-3: Discussion on proper use of complain box.

The College setup a complain box for all the Stakeholders long ago, HoDs are requested to intimate the students about the Usage of the Complaint box. Care should be taken to ensure that the students can complain easily if any harassment is encountered by them.

Agenda-4: Miscellaneous

- Installation of more CCTV cameras for the college campus to ensure prevention of harassment and better surveillance.

- The security system needs to be strengthened at the main entrance of the college to ensure sufficient security measures and prohibition of outsiders to enter the premises of the college without prior permission from the authority to be strictly maintained.

Bogali 10.1.23.

Presiding Officer
Internal Complain Committee
Domkal Girls College

Summary of the Complaints received and redressed under different Statutory Bodies:

The Grievance Redressal Cell, in the past few years, has received certain complaints including:

1. Non availability of sufficient teachers in the departments of Political Science and Bengali.
2. Non-occurrence of regular classes of LCC programme course in the college.
3. Incident of harassment of a student by an outsider etc.
4. The issue of cleanliness of the washrooms
5. Provision of clean drinking water for the students

During the academic sessions from 20218-2023, the SGRC had received approximately ten grievances related to administration, classes etc. The SGRC has discussed the issues with the authority and addressed them in time.

As far as the cases related to ragging and sexual harassment are concerned, we are delighted to inform that our campus is free from any such incident.

Government of West Bengal
Education Directorate
Bikash Bhavan
Salt Lake City, Kolkata-700 091

Memo No. ED-79/2021

Dated Kolkata, 21.09.2021

To
The Principal/ Vice-Principal/ OIC/ TIC
Government Colleges/Government Aided Colleges

Sub: Direction to Submit Information Regarding Constitution of ICC (As per POSH Act 2013)

You are requested to submit information regarding whether Internal Complaint Committee (ICC) has been constituted in your College as per POSH Act 2013 within 30.09.2021.

If ICC has not been constituted till date, you are hereby instructed to constitute the ICC as per Posh Act 2013 and submit the Compliance Report within 30.09.2021

Please send the information to the concerned JDPI of the College.



Director of Public Instruction
West Bengal



DR. ALAK KUMAR DAS

NOTICE 23/09/2021

A meeting of the Staff council will be held on 25/09/2021 at 12.30 pm under virtual mode to discuss the formation of ICC as per POSH Act 2013.

12:30 pm



Type a message

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স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩

ই-মেইল: domkalgirlscollege@gmail.com

ফোন নং: ০৩৪৮১-২৩০১৪৯ / M-৭৪০৭০০০৭৮৮



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DOMKAL GIRLS' COLLEGE

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E-mail: domkalgirlscollege@gmail.com

Ph: 03481-230149 / M-7407000788

Meeting of Staff Council held on 25/09/2021 under virtual mode.

The meeting of the Staff Council held on 25/09/2021 under virtual mode at 12.30 pm in the presence of all members of staff council except Mr. Rajib Saha (Assistant Professor), Dr. Madhusudhan Mandal (Assistant Professor), Mr. Sofikul Islam (Gurd), Mr. Bulbul Sarkar (cashier). The principal placed the letter issued by the DPI, West Bengal vide Memo No. ED-79/2021 dated 21/09/2021 regarding the constitution of ICC (as per POSH ACT 2013).

Dr. Alak Kumar Das explained the POSH Act No. 14 of 2013 to the members, he reads the Act thoroughly and explained the matter of Internal Complaints Committee. After the discussion in length Dr. Biswajit Barman suggested the name of Dr. Anasua Bagchi as presiding officer of the Body. He also proposed the name of Ms. Fahmeeda Ghezaal Kazmi (Assistant Professor), Ms. Sahina Akhtar (Assistant Professor), Gayatri Mandal Sarkar (Office Peon) as a member of the ICC.

This proposal of Dr. Barman is accepted unanimously. Ms. Fahmeeda Ghezaal Kazmi and Ms. Sahina Akhtar suggested male staff should be included in the committee and referred the names of Mr. Chitrabhanu Biswas, Assistant Prof of History. As per guideline of the POSH ACT 2013 Eminent Social Worker Ms. Aliya Begum has been appointed as member from a N.G.O. She is associated with SEVA. It has been decided that Dr. Alak Kumar Das will make final draft of the Internal Complaint Committee and to upload this committee at our college website.

Das
25/09/21

Dr. Alak Kumar Das

Principal

Domkal Girls College

PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

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স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩
ই-মেইল: domkalgirlscollege@gmail.com
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E-mail: domkalgirlscollege@gmail.com
Ph: 03481-230149 / M-7407000788

Members of ICC:

1. Dr. Anasua Bagchi (Assistant Professor of History) – Presiding Officer.
2. Ms. Fahmeeda Ghezaal Kazmi (Assistant Professor of English) – Member
3. Ms. Sahina Akhtar (Assistant Professor of English) – Member
4. Mr. Chitrabhanu Biswas (Assistant Professor of History) – Member
5. Ms. Gayatri Mondal Sarkar (Office Peon) – Member
6. Ms. Aliya Begum (Member of NGO, SEVA) – Member

Dr. Alak Kumar Das
Principal,
Domkal Girls' College
Domkal, Murshidabad



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Domkal, Murshidabad

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ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩

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DOMKAL GIRLS' COLLEGE

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Mechanism for Submission of Online/Offline Students Grievance Declaration

There is no grievance on “Ragging” in the College Campus from 2018-2019 to 2022-2023.

The College has a specific redressal mechanism to address the Complaints/Grievances received from the students in general and individually in specific. Based on that, college redresses the issues on a regular basis for last five years.

PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

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Ph: 7407000788

Grievance Redressal Mechanism

Committees:

The Grievance Redressal Cell (GRC) aims to look into the complaints lodged by any student and redress it as per requirement.

Domkal Girls College has three different committees like Grievance Redressal Committee, Anti Ragging Committee and ICC for regular monitoring of Complaints/Grievances received from the stakeholders in general and students in specific.

Email id for online submission of complaints/ grievances including ragging and or sexual harassment:

domkalgirlscollegecomplaints@gmail.com

Drop box at different places in college campus for offline submission of complaints/ grievances including ragging and or sexual harassment:

Domkal Girls College believes in utmost transparency in all administrative and governance related matters. Keeping in sync with this philosophy, the Administration of the College has designed a detailed workflow which denotes the entire mechanism and process of Grievance (including ragging and /or sexual harassment) submission in any form and redressal. The main benefit of having a transparent and detailed workflow is that students would have a clear picture of the processes they have to follow to lodge complaints or grievances and also regarding the redressal mechanism of the same.

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Pic. 1. Complaint Drop Box



Pic.2 College Complaint Form available on Website

Link: <https://domkalgirlscollege.ac.in/complain>

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Domkal Girls' College
Domkal, Murshidabad

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স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩

ই-মেইল: domkalgirlscollege@gmail.com

ফোন নং: ৭৪০৭০০০৭৮৮



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TYPES OF COMPLAINTS/GRIEVANCE

A complaint is defined as a difference or dispute between a student and a Faculty or Staff member/s of College related to matters such as:

1. Regularity of Classes
2. Completion of syllabus
3. Library Facilities
4. Internal Examination
5. Scholarship
6. Other facilities like: Canteen/Drinking Water/ Washroom /Gymnasium/Girls Hostel
7. Response pattern of the Office Staff
8. College Administration
9. Ragging
10. Sexual Harassment.

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Grievance Handling Mechanism

- The GRC shall resolve the grievance within period of fifteen days of receiving the complaint
- After receiving the complaint, the concerned parties are called and give equal opportunities to put their point of views. This process makes it more transparent and unbiased
- Depending on the seriousness of the problem, the issues are settled by the Cell or by the Principal in consultation with other members of the management, parents and faculty
- If required GRC will forward grievances to management on the basis of severity of the issue.
- In case of Women (Student/ teacher/ non-teaching staff) at college premises the judgment or the relief is given within the 90 days of complaint. For Sexual Harassment Cases Investigation and Redressal committee is formed depending on the nature and case matter of the complaint by the management of the Institution.

The collective efforts of the management, department heads, mentor teachers, non-teaching staff of the Domkal Girls' College and the Grievance Redressal Cell resolve the complaints promptly and efficiently. The effective mechanism improves better student- teacher complaint management relationship and contentment. Due to existence of GRC the students, teachers

and non-teaching staff get a functional platform to share their issues and grievances. In effect creation of faith and belief in the system and has resulted in the development of vibrant, friendly and conducive environment in the institution.



Proof for Implementation of guidelines of statutory/regulatory bodies

There is a zero-tolerance policy regarding racial religious, cast and gender discrimination. The college has constituted following sub-committees/Cells for the redressal of any type of grievances of students and workers.

1. Internal Complaints Committee
2. Anti-ragging Cell
3. Grievance Redressal Cell

All these Committees work in consultation with the Principal and IQAC Periodic meetings are held to discuss the issues regarding any grievances received Ragging, Sextual Harassment, Discrimination, etc. The committee members report the grievance if any and the action taken on the said grievances of students and staffs.



Internal Complaints Committee (ICC)

The Internal Complaints Committee (ICC) is formed according to the provisions of the The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The ICC's twin functions are

- ❖ To spread awareness about gender-related issues and functioning of the ICC
- ❖ To hear and address complaints regarding sexual harassment at

Domkal Girls' College

ICC Guideline Documents

1. The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (Act No. 14 of 2013)

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Domkal, Murshidabad



Anti-Ragging Cell

In accordance with the Supreme Court order on Ragging (2007), the judgment of the Supreme Court on Ragging (2009) and UGC regulations to curb the menace of Ragging (2009), Domkal Girls' College has taken some actions to completely eradicate the Ragging from the Institute premise-

1. Mentoring of Students for their ethical development and behavioral maturity.
2. Anti-ragging declaration of student and his/ her guardian is taken at very fast day of the college.

ডোমকল গার্লস কলেজ
স্থাপিত-২০১১

ডোমকল, মুর্শিদাবাদ, ৭৪২৩০৩
ই-মেইল: domkalgirlscollege@gmail.com
ফোন নং: ৭৪০৭০০০৭৮৮



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Affiliated to University of Kalyani
Recognised by the UGC u/s 2(f)
AISHE Code: C-53416
Website: domkalgirlscollege.ac.in

DOMKAL GIRLS' COLLEGE

ESTD-2011

Domkal, Murshidabad, 742303
E-mail: domkalgirlscollege@gmail.com
Ph: 7407000788


Grievance Redressal Committee

Domkal Girls' College has a Grievance Redressal Committee for Regular monitoring of Complaints/Grievance received from the stakeholders in general and Students in particular.

Screen Shot of College Website displaying the active Grievance Redressal Cell

The screenshot shows a web browser window with the URL 'domkalgirlscollege.ac.in'. The page displays a 'College Complaint Form' with the following fields:

- Full Name:
- Email Address:
- Contact Number:
- Role:
- Type of Complaint:
- Description:
- Upload Supporting Documents: No file chosen
- Action Requested:
- I declare that the information provided is true.
-


PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

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- Online submission of complaints/ grievances including ragging and orsexual harassment:

<https://domkalgirlscollege.ac.in/complain>

- Offline submission of complaints/ grievances including ragging and or sexual harassment: **Grievance Drop box**

Pic 1. Drop Box



Bas

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