



Hon. Shri. Babanrao Pachpute Vichardhara Trust's

# Group of Institutions

Approved by AICTE & PCI, New Delhi  
Affiliated to Savitribai Phule Pune University, Pune & MSBTE, Mumbai.  
A/P-Kashti, Tal-Shrigonda, Dist-Ahmednagar, Pin- 414701

www.parikrama.edu.in the.parikrama@gmail.com +91-8751005005

HSBPVT /401/5621 (B)/2025-26

Date -10/07/2025

## Establishment of Internal Complaints Committee (ICC)

Internal Complaints Committee (ICC) constituted by HSBPVT'S, GOI, Kashti in academic year 2025-26 promotes a healthy working environment to all HSBPVT'S, GOI female staff and students.

Sr no	Name of the Member	Designation in ICC	Email ID	Contact No.
1	Dr. ARCHANA R DATE	Chair Person	archanadate@gmail.com	9422224362
2	Dr. SANJIVAN N MAHADIK	Member	sanjivanmahadik@mail.com	9422727984
3	Dr. SUDHIR N DIVEKAR	Member	sndivekar.pp@gmail.com	9403190505
4	Mrs. SHRUTI V SALUNKHE	Member	etcshruti@gmail.com	7385191223
5	Mrs. JAYASHRI S KHOT	Member	jaya.khot19@gmail.com	9766818774
6	Dr. SANTOSH P DHAWALE	Associate Professor	santoshdhawale@gmail.com	8459206665
7	Mrs. SHUBHANGI P GAWALI	Teaching Faculty(F)	Shubha148@gmail.com	8975272464
8	Mr. NILESH R LAGAD	Non-Teaching Member(M)	nileshlagad1812@gmail.com	9145918844
9	Miss. MANJUSHA B BHOITE	Non-teaching Member(F)	manjushabhoite@gmail.com	7796400693
10	Miss. TEJSHRI N TAMBE	Student(F)	tejshri1711@gmail.com	8265048969
11	Mr. SOHAM V HOLKAR	Student(M)	holkarsoham6199@gmail.com	9172190666
12	Miss. MANASI D WANDHEKAR	Student(F)	mansiwandhekar@gmail.com	9021947961
13	Mr. SARTHAK S GONTE	Student(M)	gontesarthak21@gmail.com	7774054853



*Wali*

Director

HSBPVT's Group of Institutions, Kashti

## **Annual Report 2025-26**

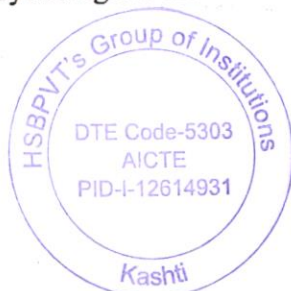
With reference to the guidelines of Supreme Court, UGC, Section 4 SHW act 2013 and AICTE Regulations, 2016 vide No. F. AICTE/ WH/ 2016/ 01 dated 10th June, 2016 Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions, HSBPVT'S GOI, Faculty of Engineering, Kashti, Ahmednagar commence an Internal Complaints Committee (ICC).

ICC of HSBPVT'S GOI, Faculty of Engineering, Kashti, Ahmednagar is created to support Safe and Secure environments for female staff members and students in the classroom and at work. The Institute has a zero-tolerance policy for violations of human rights and the aforementioned committee looks into matters related to preventing, outlawing and addressing sexual harassment of women at work.

### **Rules and Responsibilities**

- Providing a secure working and learning environment for both employees and students.
- Indisputable justice for all parties involved in an occurrence, regardless of gender.
- Working towards achieving gender equity and empowering the women students and staff.
- Conducting programmes to educate students and employees on sexual harassment, gender justice, and women's health.
- Display the rule and policies against sexual harassment at different places around the college premises.
- Lists the names and contact information for the committee members who can be contacted in the event of a complaint.
- Establishes a system for filing complaints.
- Conduct investigations and assist in complaint resolution.
- Advises the relevant authorities to take further action and conduct monitoring

Offers the victims the right kind of psychological and emotional support, such as security and counselling.



### Procedure for Conducting Inquiries

- Examine the written complaints and the complaint response.
- Review the Act/Rules, Vishaka Guidelines, and other applicable laws as well as the applicable policy.
- Make a plan.
- Meeting with the complainant, responding party and witnesses.
- Recording statements and getting them dated and signed.
- Reviewing and adapting the plan as necessary.
- Conducting additional interviews as necessary.
- Analysing all the facts to come to conclusions.
- Offering recommendations.
- Preparing the report.
- Submitting the file to the organization or district officer for implementation of their recommendations and for safekeeping.



Principal  
HSBPVT's GOI  
Faculty of Engineering, Kashti.

## Minutes of meeting


Date: 11/07/2025

Venue: Conference Room

Points discussed in meeting:

- The Chairperson began by extending a warm welcome to each Committee member. She stated that this committee has been established by the college in accordance with the Ministry of Women and Child Development's directives that all organizations with more than 10 employees must organize an ICC. She discussed the function of ICC and asserted that everyone has a duty to support the cause. She also noted that it was the first gathering of the reformed ICC in college and welcomed comments from all participants to make it successful.
- The Committee noticed that no woman employee of this college has reported experiencing sexual harassment. It was emphasised that it is crucial to post banners, posters and notifications outlining sexual harassment in conspicuous locations throughout the college campus in order to raise awareness and maintain sensitization among the staff.
- A complaint Drop boxes must be positioned inside the office building. In the college facilities, it is preferred that the Dos and Don'ts of the CCS (Conduct) Rules, 1964 be posted.
- The members decided that the Committee will convene every quarter on a regular basis or earlier, if necessary and the Chairperson thanked them for coming. The Committee's subsequent meeting will take place in the month of November 2025. A vote of gratitude to the chair was taken to adjourn the meeting.



  
Principal  
HSBPVT's GOI  
Faculty of Engineering, Kashti.

The Following members were present:

Sr no.	Name of the Member	Designation in ICC	Sign
1	Dr. ARCHANA .R. DATE	Chair Person	<i>[Signature]</i>
2	Dr. SANJIVAN .N. MAHADIK	Member	<i>[Signature]</i>
3	Dr. SUDHIR .N. DIVEKAR	Member	<i>[Signature]</i>
4	Mrs. SHRUTI .V. SALUNKHE	Member	<i>[Signature]</i>
5	Mrs. JAYASHRI .S. KHOT	Member	<i>[Signature]</i>
6	Dr. SANTOSH .P. DHAWALE	Associate Professor	<i>[Signature]</i> S.P.
7	Mrs. SHUBHANGI .P. GAWALI	Teaching Faculty(F)	<i>[Signature]</i> Gawali
8	Mr. NILESH .R. LAGAD	Non-Teaching Member(M)	<i>[Signature]</i> Niles
9	Miss. MANJUSHA .B. BHOITE	Non-Teaching Member(F)	<i>[Signature]</i> Bhoite
10	Miss. TEJSHRI .N. TAMBE	Student	<i>[Signature]</i> Tambe
11	Mr. SOHAM .V. HOLKAR	Student	<i>[Signature]</i> Soham
12	Miss. MANASI .D. WANDHEKAR	Student	<i>[Signature]</i> M. Wandhekar
13	Mr. SARTHAK .S. GONTE	Student	<i>[Signature]</i> Gonte



## Minutes of meeting


Date: 20/11/2025

Venue: Conference Room


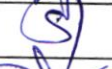


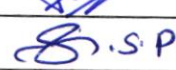
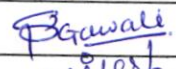

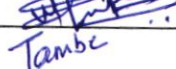
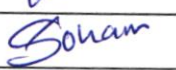

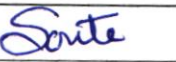

### **Points discussed in meeting:**

- The Chairperson greeted each committee member at the outset.
- The Committee observed that no woman employee of this college has reported experiencing sexual harassment.
- The members decided that the Committee will convene every quarter on a regular basis or earlier, if necessary and the Chairperson thanked them for coming. The Committee's subsequent meeting will take place in the next year 2026. A vote of gratitude to the chair was taken to adjourn the meeting.



  
Principal  
HSBPVT's GOI  
Faculty of Engineering, Kashti.

The Following Members Attended meeting:

Sr no.	Name of the Member	Designation in ICC	Sign
1	Dr. ARCHANA .R. DATE	Chair Person	
2	Dr. SANJIVAN .N. MAHADIK	Member	
3	Dr. SUDHIR .N. DIVEKAR	Member	
4	Mrs. SHRUTI .V. SALUNKHE	Member	
5	Mrs. JAYASHRI .S. KHOT	Member	
6	Dr. SANTOSH .P. DHAWALE	Associate Professor	
7	Mrs. SHUBHANGI .P. GAWALI	Teaching Faculty(F)	
8	Mr. NILESH .R. LAGAD	Non-Teaching Member(M)	
9	Miss. MANJUSHA .B. BHOITE	Non-Teaching Member(F)	
10	Miss. TEJSHRI .N. TAMBE	Student	
11	Mr. SOHAM .V. HOLKAR	Student	
12	Miss. MANASI .D. WANDHEKAR	Student	
13	Mr. SARTHAK .S. GONTE	Student	