

# SONTALI ANCHALIK COLLEGE

Mahtoli, Kamrup, Assam – 781136

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From,

Dr. Tapan Dutta

Principal i/c

Sontali Anchalik College

**5.1.4: The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases.**

Anti-Ragging Committee should be one of the important part of Educational Institution's mechanism. As per the guidelines of UGC under the Act of 1956, which is modified as UGC regulations on curbing the menace of Ragging in higher Educational Institutions, 2009, establishment of Anti-Ragging Committee is very compulsory. The Committee's responsibility is to ensure that students maintain discipline in the classrooms and within the college campus. Members of the Committee regularly go on rounds to each and every classroom to make note of delinquent behaviour and to make sure that the college campus is free from ragging and eve-teasing. The Committee takes severe punitive action against students indulging in such atrocious activities. Objectives of Anti-Ragging Committee : Anti-Ragging Committee will be the supervisory and advisory committee in preserving a Culture of Ragging Free Environment in the college Campus.

The main objectives of this Committee are as follows:


1. To aware the students of dehumanizing effect of ragging inherent in its perversity.
2. To keep a continuous watch and vigil over ragging so as to prevent its occurrence and recurrence.
3. To promptly and stringently deal with the incidents of ragging brought to our notice.
4. To generate an atmosphere of discipline by sending a clear message "SAY NO TO RAGGING" that no act of ragging shall be tolerated.

Any student or group of students found guilty of ragging in the campus or even outside the campus shall be liable to one or more of the following punishments

1. Debarring from appearing in any sessional examination / University Examination
2. Suspension from attending classes and academic privileges
3. Withdrawing scholarships and other benefits
4. Suspension from the college
5. Cancellation of the admission
6. Withholding the results.

Anti-Ragging Committee-2022-2023

Name	Designation	Position
Dr. Tapan Dutta	Principal	Chairperson
Dr. Mubarak Ahmed	VicePrincipal	Convener
Mr. Aher Ali Ahmed	Assistant Professor	Member
Mr. Nurjaman Hoque	Assistant Professor	Member
Dr. Idris Ali	Assistant Professor	Member
Mr. Robiul H. Chaudhury	Local	Member
Mr. Abdul Kalam Azad	Media	Member
Mrs. Begum Rubi Afruja	Parents	Member
Police Inspector	Sontoli Outpost	Member
President/Secretary	Student Union SAC	Member
Hasina Begum	Girls Representative	Member

  
Principal i/c  
Sontali Anchalik College  
Date.....

# RAGGING

IS A CRIMINAL OFFENCE

ৰেগিং আইনৰ দৃষ্টিত অপৰাধ



1. (তোমাৰ চৌহদটো ৰেগিং মুক্ত কৰা। পৰিবৰ্তন সৃষ্টি হোৱা।)
2. (ৰেগিঙক শূণ্যসহনশীল হিচাপে ল'বা।)
3. (যিকোনো ধৰণৰ ৰেগিঙেই শাস্তিৰ যোগ্য।)

Any Complaints Contact Principal: 7002005458

Vice Principal: 8638066386

SONTALI ANCHALIK COLLEGE

## Meetings of Anti Ragging Committee:

7

### Meeting on the issue of Anti-Ragging, (2018-19)

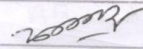




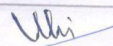
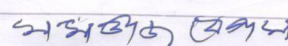
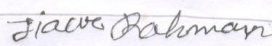
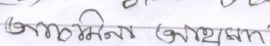
#### Agenda —

Date - 17-08-2019

Time - 1:30 P.M.

1. Presiding the meeting.
2. Purpose of the meeting.
3. Prevention of Ragging.
4. Comment —

#### Signature of the members -

1. A.K. Agad, 
2. Dr. Mobarak Ahmed, 
3. Mr. Ather Ali Ahmed, 
4. Dr. Idnis Ali, 
5. Mr. Nurgoman Hogue, 
6. Rabind Hussain Chandhury, 
7. Abdul Kalam Agad.
8. Moniruz Begum, 
9. Sontali Police O/P/IC
10. Jiaur Rahman (GS), 
11. Girl student, 

A meeting of the Anti-Ragging committee was held under presidency of Dr. M. Ahmed on 17-08-2019 at 1:30 P.M. on the burning issue of awareness of new comers against the ragging at Sontali Anchalik college premise. The chairperson expressed the purpose of the meeting. With the valuable suggestion of the members, the meeting adopted the resolution against ragging.

It is resolved to generate an atmosphere of discipline by sending a clear message to the students of the college that no act of ragging shall be tolerated and any act of ragging shall not go unnoticed and unpunished.

## Meeting on Anti-Ragging - issues (2018-19.)

9






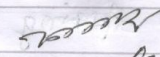
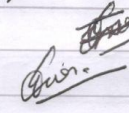
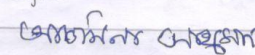
### Agenda -

Date - 30-11-2019

Time - 1:00 P.M.


1. presiding over the meeting.
2. purpose of the meeting.
3. force from ragging and eve-teasing.
4. Comment -

### Signature of the members.

1. Dr. Mobarok Ahmed, Senior faculty. 
2. Mr. Akbar Ali Ahmed. 
3. Dr. Sdris Ali 
4. Mr. Nurgamam Haque. 
5. Mr. Rabind Hussain Choudhury. 
6. Abul Kalam Azad. 
7. Montaz Begum
8. Dildas Reza. 
9. Sontali police O/P (K)
10. Jiaur Rahman C.S
11. Girl Student. 

An executive meeting of the Anti-Ragging committee is held under chairmanship of senior faculty, Dr. Mobarok Ahmed on 30-11-2019 at 1:00 pm on the issue of ragging and eve-teasing in college campus as well, as the outside of the college. After explanation the harm of ragging and eve-teasing all the members have passed a resolution unanimously.

It is resolved that if any student or group of students found guilty of ragging and eve-teasing in the college campus or even outside the campus shall be liable to punishment as the case may be.



Meeting on Anti-Ragging  
(C.P.I.-2018) 2018

Date-19-06-20  
Page No. 100

### Annual Report

Anti-Ragging <sup>on</sup> issues  
Sontali Anchalik College, Date-19-06-20

It is observed that no ragging and eve-teasing issues have been arisen in the college campus as well as outside campus of Sontali Anchalik college during the last session 2018-19.

The environment against ragging and eve-teasing have been found peaceful during the same session.

  
Convenor  
Anti-Ragging Committee  
Sontali Anchalik College  
Date.....

# Meeting on Anti-Ragging issue

(2019-20)

Date - 19-06-2020

Time - 2:00 pm

## Agenda -

1. Presiding over the meeting,
2. Purpose of the meeting
3. Discussion on awareness against Ragging.
4. Others.

## Signatures of the Members,

1. Dr. Mobarok Ahmed.
2. Mr. Akbar Ali Ahmed.
3. Dr. Sabir Ali
4. Mr. Nurgamam Hoque.
5. Mr. Dilbar Raza
6. Dr. Muhammad Hoque.
7. Fakhroor Begum.
8. Abul Kalam Azad.
9. Local police officer -
10. Jahangir Alam (BS) Jahangir's Alam
11. Atliq Ahmed.
- 12.

Today an executive meeting is held under chairmanship of the convenor, Dr. Mobarok Ahmed at 2:00 pm on the prevalent issue of awareness of new comers against the Ragging, take place at the college premise. The meeting is started with the prayer of Allah mighty. A resolution has been accepted unanimously against the offence of the Ragging,

It is resolved that any talk or behaviour in favour of the Ragging with the new comers would not be tolerated and

Annual Report  
on  
Anti-Ragging issues  
Sontali Anchalik College.

Date-24-06-2021

It is found that no ragging and eve-teasing issues have been arisen in the college campus as well as outside campus of the college during the last session-2019-20.

The environment of the college against ragging and eve-teasing issues have been observed peaceful.

Convenor  
Anti-Ragging Committee  
Sontali Anchalik College  
Date: .....



Meeting on Anti-Ragging issues  
Sontali Anchalik College  
Session-2020-21

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Agenda—

Date-24-06-2021

Time-2:00 pm

1. Presing over the meeting,
2. purpose of the meeting,
3. Discension of prevention & Ragging issues
4. Others.

Signature of the Members.

1. Dr. Mobarok Hamed.
2. Mr. Aher Ali Aamed.
3. Dr. Joris Ali
4. Mr. Nurgaman Hoque.
5. Mr. Dildar Regar.
6. Dr. Muzammal Hoque.
7. Mrs. Palansara Begum.
8. Robin Hussain Choudhury.
9. Abul Kalam Azad.
10. Mustafijus Rahman.
11. Momtaz Begum. Momtaz Begum

An executive meeting of Anti-Ragging Committee is held under chairmanship of Dr. Mobarok Hamed on 24.06.2021 at 2:00 pm, at college premise. With the valuable suggestions of the members, the meeting adopted the resolution against ragging.

It is resolved to generate an atmosphere of discipline by sending a clear message to the students of the college that no act of ragging shall be tolerated and any act of ragging shall not go unnoticed and unpunished.


Anti-Ragging  
Committee  
College

Meeting on Anti-Ragging issues  
Sontali Anchalik College  
10-06-2022

Annual Report  
on  
Anti-Ragging issues  
Sontali Anchalik College

Date-21-06-2022

It is found that no ragging and eve-teasing issues have been arisen in the college campus and outside campus of the college during the last session-2020-21. The atmosphere of the college against such issues have been prevailed peacefully for the same session.

  
Convenor  
Anti-Ragging Committee  
Sontali Anchalik College  
Date .....

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Executive Meeting  
Anti-Ragging Committee (Cell)  
Bontali Anshalik College,  
Session - 2021-22

Agenda -

Date - 21-06-2022

Time - 2:00 pm.

1. presiding over the meeting,
2. purpose of the meeting,
3. Discussion on Ragging issue and consistency of college authority.
4. Any other,

Signature of the Members -

1. Dr. Mobarok Ahmed.

2. Mr. Alex Ali Ahmed.

3. Dr. Joris Ali

4. Mr. Nurjaman Hoque.

5. Dr. Muhammad Hoque.

6. Mr. Dildar Reza.

7. Fulwara Khatun.

8. Miss. Rabint Hossen Chandhan.

9. Abul Kalam Azad

10. Mustafizur Rahman (B.S)

11. Bilkis Ahmed.

gu

Hoque

Hoque

Reza

Chandhan

Azad

Rahman

Ahmed

Mustafizur Rahman

Bilkis Ahmed

Today an executive meeting of Anti-Ragging Committee is held under chairmanship of Academic Coordinator, Dr. Mobarok Ahmed at 2:00 pm. at college premise. After suitable discussion the members of the meeting unanimously adopted the resolution.

It is resolved that the college shall ensure a safety and friendly atmosphere in the college campus. If any student is found involving in ragging, he shall be punished as per the disciplinary action as the case may be by the college authority.

Annual Report  
Against  
Anti-Raging Issues  
Sontali Anchalik College

Date - 20-06-2023

Time - 1:30 pm,

It is observed that no ragging and eve-teasing issues have been arisen by any one in the college campus and even the outside campus of the college during the last session 2021-22.

The atmosphere of the college against ragging and eve-teasing issues have been found peaceful and safety in the tenure of the same session.

  
Convenor  
Anti-Raging Committee  
Sontali Anchalik College  
Date .....

Bikis Sharma

17

Executive Meeting,  
Anti-Ragging Committee (Cell)  
Sontali Anchalika College  
Session-2022-23

Agenda -

Date-20-06-2023  
Time-1.30 pm.

1. presiding over the meeting -
2. purpose of the meeting.
3. To create safety and peaceful atmosphere against ragging in college campus.
4. Any others.

Signature of the Members.

1. Dr. Mobarak Ahmed
2. Mr. Akbar Ali Ahmed
3. Mr. Nurjaman Hoque
4. Mr. Dildar Reza
5. Dr. Muqammel Hoque
6. Mr. Rabim Hussain Chakraborty
7. Abul Kabir Azad
8. Begum Rubi Afroz
9. 1/2 Local police O/p
10. Abu Bakkar Siddique
11. Rehana Parbin

It is an executive meeting against anti-ragging activities held under the chairmanship of Dr. Mobarak Ahmed at 1.30 pm, at college premise. The members of meeting unanimously adopted the resolution as -

It is resolved that a safety, peaceful and friendly atmosphere should be created against ragging issues in college campus and even outside campus of the college. If anyone is found involving in ragging activities, he must be punished as the case may be.

Executive Meeting  
Anti-Ragging Committee (11)

### Annual Report - on

Anti-Ragging Issues  
Sontali Anchalik College.

Date-16-12-2023

It is found that no ragging and eve-teasing issues have been prevailed in the college campus and even out-side of the college campus during the last session 2022-23.

The environment of the college against ragging and eve-teasing issues have been prevailed peacefully during the last semester.

  
Convener  
Anti-Ragging Committee  
Sontali Anchalik College  
Date.....



# SONTALI ANCHALIK COLLEGE

Mahtoli, Kamrup, Assam – 781136

## Internal Complaints committee (ICC) 2022-2023.

Sl No.	Name	Designation	Position	Mobile Number
i.	Dr. Mobarok Ahmed	Vice-Principal	Chair Person	8638066386
ii.	Muzammal Hoque	Asst. professor	Convenor	8638765745
iii.	Dildar Reza	Asst. Professor	Member	7002044977
iv.	Nurul Islam	Asst. professor	Member	9101597693
v.	Jobeda <b>Begum</b>	Advocate	Member	8638571295
vi.	Saiful Islam	Student (GS,SU)	Member	9365415849
vii.	Sorifa Akhtar	Student	Member	6001674068

*hame*

Principal i/c  
Sontali Anchalik College  
Date.....

## *INTERNAL COMPLAINT COMMITTEE (ICC)*

The Internal Complaint Committee (ICC) of Sontali Anchalik College was constituted in the year 2022 in accordance with the sexual harassment at work place (prevention, prohibition and redressal) Act. 2013. The college is a co-educational institution providing equal opportunities to all. However if there are any complaints involving physical contacts or advances, demand for sexual favours, sexually tainted remarks and any unwelcome physical, verbal expression of sexual nature, it is addressed and appropriate action is taken. The ICC has tried to create awareness on the issue of sexual harassment by conducting workshops and lectures by lawyers and administrative officers.

According to supreme court of India guideline, sexual harassment can be defined as “unwelcome” sexual determined behaviour (whether directly or by implication) as :

- ❖ Physical contact and advances.
- ❖ Demand or request for sexual favours.
- ❖ Sexually coloured remarks.
- ❖ Showing pornography and other unwelcome physical, verbal or non-verbal conduct of a sexual nature ( Vishaka Judgment by Supreme Court of India)

### AIMS & OBJECTIVES OF ICC OF THE COLLEGE:

- To conduct periodical programme of women’s equality and empowerment at work place.
- To prevent sexual harassment at work place.
- To provide conducive environment and congenial atmosphere for women.
- To prevent discrimination and sexual harassment against girls by promoting gender amity among students and employees.
- To make recommendations to the management to lay down procedures for the prohibition , resolution, settlement and prosecution of Acts of discrimination and sexual harassment by the students and the employees.
- Dealt with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment.
- Recommend appropriate punitive action against the guilty parity to the authority.



Meetings of Internal Complaints Committee (ICC) :

SONTALI ANCHALIK COLLEGE  
Internal Complaints Committee (ICC)

Date: 08/08/2022.

CIRCULAR

All the members of Internal Complaints Committee are requested to attend a meeting on 10th August/22 at 2-30 pm in Vice-principal's office.

Agenda:

1. Conduct of programmes for women/students.
2. Other issues, if any.

With regards,  
Dildar Reza  
Chairperson

Internal Complaints Committee

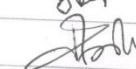
Minutes of the meeting held on 10th August, 2022 at 2.30 pm in vice-principal's office.  
Members present in the meeting with signature.

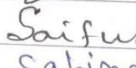
1. Dildar Reza
2. Dr. Muqammal Hogue
3. Dr. Mobarok Ahmed
4. Jobeda Begum
5. Nusrul Islam
6. Saiful Islam Hogue
7. Sabina Khatun

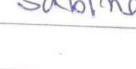


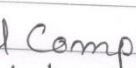












Saiful Hogue

Sabina Khatun

Minute: 1: A meeting of Internal Complaint Committee against Sexual harassment was headed by Dildar Reza, chairperson who welcomed all the participants.

Minutes : 2: The members emphasised that various programmes should be organized to create awareness among the students about the provision in law for protection of girls. Workshop on self-defence should be made mandatory for all the women students.

Minute 3: The members discussed about the healthy and suitable environment in the college campus as there wouldn't be complaints on sexual harassment on women.

As there were no other points, the meeting ended with a vote of thanks to the chair.

Dr. Mozammel Hoque  
Convenor  
Internal Complaints Committee  
Sontali Anchalik College  
Date.....

SONTALI ANCHALIK COLLEGE  
Internal Complaints Committee (ICC)

Date: 8:11:22

CIRCULAR

It is hereby inform to all the members of Internal Complaints Committee of Sontali Anchalik College that an urgent meeting will be held on 10th Nov/2022 at 3 pm in IQAC Hall.

Agenda:

1. Report on cases relating Sexual harassment for the Academic year 2022-23.
2. Events and programmes to be organised.
3. Any other points with the approval of the chair person.

With Regards,

Dildar Reza






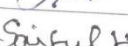
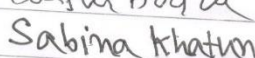
Chair person

Internal Complaints Committee

Date

Minutes of the meeting held on 10th Nov/2022 at 3 pm in IQAC Hall.

Members present in the meeting with Signature.

- |   |                               |   |
|---|-------------------------------|---|
| 1 | Dildar Reza                   |   |
| 2 | Dr. Musammal Hoque            |  |
| 3 | Dr. Mobarok Ahmed             |   |
| 4 | Jobeda Begum                  |  |
| 5 | Nurul Islam                   |  |
| 6 | Saiful <del>Hoque</del> Hoque |  |
| 7 | Sabina Khatun                 |  |

Minute 1: The chairperson welcomed all the members and thanked them for their co-operation and valuable suggestion for the successful functioning of the ICC during the last academic year 2021-22.

Minute 2: The minutes of the previous meeting held on 10th August-2022 were read out and passed by the house.

Minute 3: The Convenor of the ICC submitted a report stating that there were no cases relating to sexual harassment in the college during the last academic year.

Minute 4: It was decided to conduct programmes and activities about gender equity and gender sensitization. Since there were no other points to discuss, the meeting was concluded with a vote of thanks to the chair.

Dr. Muzammal Hoque  
Convenor  
Internal Complaints Committee  
Sontali Anchalik College  
Date.....10.11.22

SONTALI ANCHALIK COLLEGE  
Internal Complaints Committee (I.C.C)

Date - 12-01-2023

CIRCULAR

An executive meeting of Internal Complaints Committee of Sontali Anchalik College will be held on 14.01.2023 at 3-30 pm in Hall No.1.

All members are requested to attend the same without fail.








Agenda:

1. To read and confirm the minutes of the previous meeting held on 10th Nov/2022
2. To discuss the complaints
3. Any other matter with the approval of the chair person.

With Regards,  
Dildar Reza  
Chair person  
Internal Complaints Committee  
Date

Minutes of Internal Complaints Committee meeting held on 14.01.2023

Members present in the meeting with Signature

- |   |                    |   |
|---|--------------------|---|
| 1 | Dildar Reza        |  |
| 2 | Dr. Muqammal Hoque |  |
| 3 | Dr. Moharok Ahmed  |  |
| 4 | Jobeda Begum       |  |
| 5 | Nurul Islam        |  |
| 6 | Saiful Hoque       |  |
| 7 | Sabina Khatun.     |  |

Minute 1: The chairperson welcomed all the members present in the meeting.

Minute 2: The minutes of the previous meeting held on 10th Nov/2022 were read out and confirmed.

Minute 3: No received complaints found recorded in the committee file. Since there were no other points to discuss, the meeting ended with a vote of thanks.

Dr. Muzammal Haque  
Convenor  
Internal Complaints Committee  
Sontali Anchalik College  
Date: \_\_\_\_\_

SANTALI ANCHALIK COLLEGE  
Internal Complaints Committee (ICC)

Date: 17.10.2023

CIRCULAR

It is hereby inform to all the members of Internal Complaints Committee of Santali Anchalik College that a meeting will be held on 19th/oct-2023. at 3 pm in Conference Hall.

All are requested to attend the same without fail.

Agendas:

1. To read and confirm the minutes of previous meeting held on 14th Jan/23
2. To discuss the issues if any.
3. Any other matter with the approval of Chairperson.

With Regards  
Dildar Reza  
Chairperson  
Internal Complaints  
Committee  
Date:

Minutes of Complaints Committee meeting  
held on 19-10-2023.

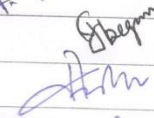
Members presents in the meeting with Signature.

- 1 Dildar Reza
- 2 Dr. Musammal Hogue
- 3 Dr. Mobarok Ahmed
- 4 Jobeda Begum
- 5 Nurul Islam
- 6









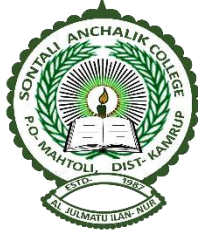
Minute: The Chairperson welcomed all the members present in the meeting.

Minutes: 2: The minutes of the previous meeting held on 14th Jan/2023 were read out and confirmed.

Minute: 3: No received complaints found recorded in the Committee file. Since there were no other points to discuss, the meeting ended with a vote of thanks.

Dr. Musammal Hogue  
Convenor  
Internal Complaints Committee  
Sontali Anchalik College  
Date.....






# SONTALI ANCHALIK COLLEGE

Mahtoli, Kamrup, Assam – 781136

## Grievance Redressal Cell 2022-2023

Sl No.	Name	Designation	Position	Mobile No,	Email. Id
1	Dr. Idris Ali.	Asstt. Prof.	Chairperson	9854737964	dridris137@gmail.com
2	Aher Ali Ahmed.	Asstt. Prof.	Convenor	6003522460	aliaher305@gmail.com
3	Dr. Muzammal Hoque.	Asstt. Prof.	Member	8638765745	mhoque9129@gmail.com
4	Dr. Moh'd Easin Ali.	Asstt. Prof.	Member	7002537551	alieasin9@gmail.com
5	Dildar Reza.	Asstt. Prof.	Member	7002044977	dildarreza69@gmail.com

  
Principal i/c  
Sontali Anchalik College  
Date.....

## REPORT

### STUDENTS GRIEVANCE REDRESSAL COMMITTEE

Grievance Redressal system is an integral part of any administration including educational institution. It is the responsibility of the administration to provide a healthy, secure and hassle free environment to all its students and faculties.

The Students Grievance Redressal Committee(SGRC) of Sontali Anchalik College has been formed in the college as per the UGC Guideline to redress the grievances of both the students and the staff. Since the beginning of the academic hours of the college, the (SGRC) committee has been under the direct supervision of the Principal and brought any matter relating to grievance took place in the college .

Any grievance received by the principal is forwarded immediately to the concerned committee members who look into the problems depending upon the seriousness of the issue.

The (SGRC) committee has been continuously striving to take the best efforts to create a harmonious and conducive atmosphere and environment to everyone in requiring solution.

All the students enrolled at Sontali Anchalik College have the right to appeal any academic matter in which they feel that they have been treated unfairly. For example Disputes over Grades, course requirements, Faculty or staff conduct, Fines and Administration, policies and procedures.

If any problem arises and is not solved informally, students have that right to file a complaint with the “Students Grievance Redressal Committee” (SGRC) of the college.

Any student who wishes to file a grievance can contact the chairperson of the students grievance redressal committee in the college office.

OR

Student can lodge the grievance online in the e-mail of the chairperson.

### AIMS AND OBJECTIVES OF (SGRC)

- To develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere and environment in the college.
- To deal with all types of grievances, complaints, and malpractices including those received from students, faculties and other stakeholders.
- A grievance is a complaint by a student involving the violation of college policies and procedures against another student, an instructor, an administrator, or a member of the classified staff.
- To solve the issues and challenges of unsocial activities in the college the Students Grievance Redressal Committee (SGRC) is responsible and take active part to dissolve the matter.
- To reduce the day- by- day ongoing unsocial activities among the students community, Sontali Anchalik College has constituted a Students Grievance Redressal Committee (SGRC) for upholding the dignity of the college and its smooth educational environment.
- The committee is also empowered to look for a transparent mechanism for timely redressal of students grievances including sexual harassment and ragging cases.

### FUNCTIONS OF THE STUDENTS GRIEVANCE REDRESSAL COMMITTEE

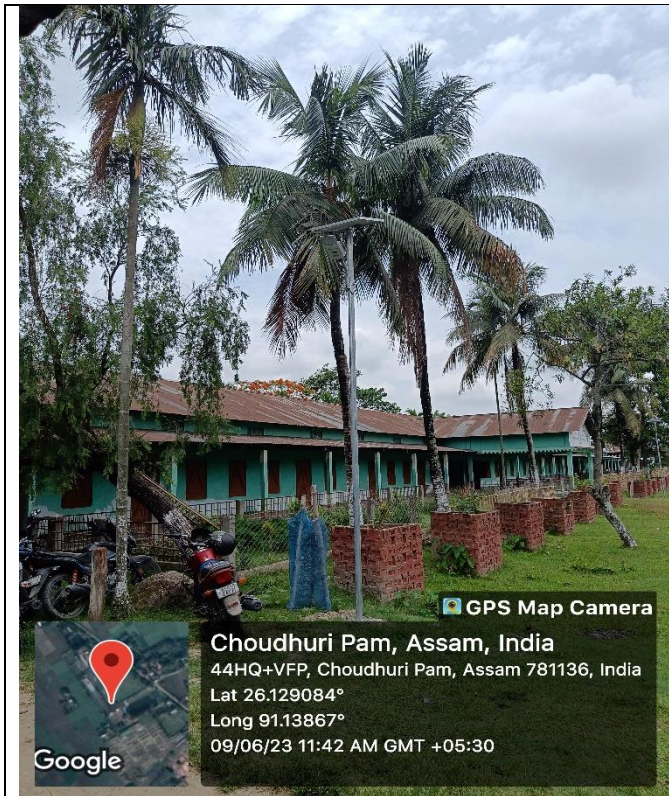
- To identify and accept written complaint from the students and staff related to the system.
- To create and implement a mechanism to meet up the reported grievances.
- To place the grievance to the Management Authority if necessary for further action.
- To justify, record and scrutinize the matter neutrally submitted to them by students and the staff and take necessary step immediately.
- To convene periodical meeting to discuss whether any grievance has been taken place.
- To make a quire of these matters at regular interval of time till their final disposal.
- To maintain strict confidentiality, if necessary.
- To keep perfect vigilance so that no harassment should take place in the college.
- All grievances should be brought under the jurisdiction of the committee of (SGRC).
- Any person who is a complaint, witness, or defendant in the complaint of sexual harassment will not be a member of the committee.
- The proceeding of the meeting will be documented.
- Inquiry proceeding will be kept confidential from all parties.
- After receiving the written complaint, ICC will summon witness on a specified date for interrogation.
- After conclusion of oral hearing, ICC will issue a reasoned order within a week. If the allegation found to be true, the oral copy and ICC's recommendation will be produced before College Authority for remedial action.
- One copy of ICC's order will be sent to Complainants and Respondents also.

# ANNUAL REPORT OF Students' Grievances Redressal Committee Sontali Anchalik College

- Students' Grievance Redressal Committee of Sontali Anchalik College was constituted in the academic session 2017-18 under the convenor of Prof. Aher Ali Ahmed and four other members of the college in order to redress the grievances of the students.
- The cell installed three complaint boxes in different places of the college campus for receiving complaints from the students, if any. The committee open the boxes twice in a month for finding solutions, so that students' grievances are solved as soon as possible.
- During the session 2018-19, the cell received grievances for lack of desks-benches in all Semester class rooms and forwarded the issue to the concerned authority and took necessary step to meet up the grievance.
- During the session 2019-20, the Cell received complaint from the women students to repair the girls' common room with washroom and toilet and the grievances was placed to the local MLA of our Boko constituency and the same was constructed with local MLA Local Area Development fund.

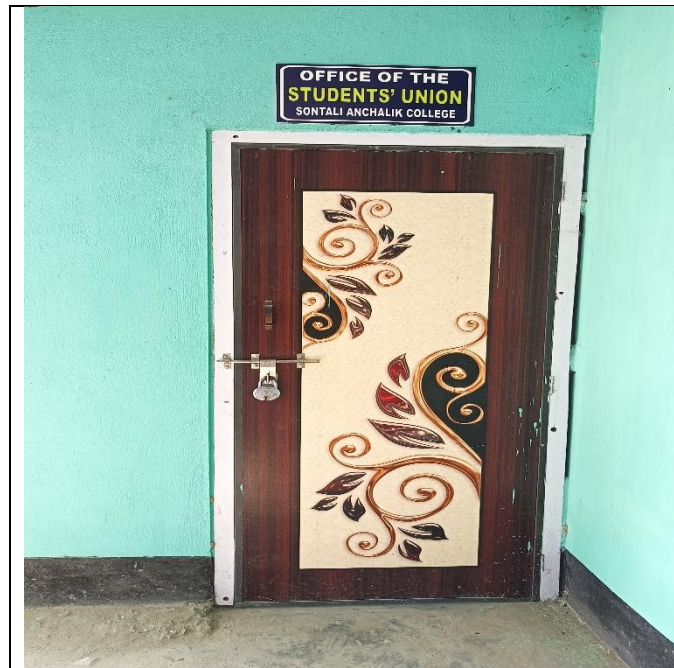


- During the session 2020-21, the Cell received grievances from the students for insufficient, campus lighting, supply of pure drinking water, and brought the matter to the authority for necessary step and the same is being taken immediate arrangement for the students.





- During the session 2021-22, the Cell received grievances from the GS of the Student Union for a separate Students Union Room, development of playground and the immediate measure was taken by the concerned authority to provide the same.



- During the Session 2022-23, the cell received grievances from the students union for Boys Toilet, Boys Common room and to provide dustbin in the college campus. The College authority, constructed the same within very short time.



## Meetings of Grievance and Redressal Cell:

### SONTALI ANCHALIK COLLEGE STUDENTS GRIEVANCE REDRESSAL COMMITTEE

Date: 05.01.2018

#### CIRCULAR

A meeting of Students Grievance Redressal Committee will be held on 08.01.2018 at 2 pm. The Committee members are requested to attend the meeting to discuss about some important issues of the College.

#### Agenda:

- : To read and confirm the minutes of the previous meeting held on 17.08.2017.
- : Repairing of Girls' Common room.
- : Construction of Toilets for women students.
- : vote of thanks.

#### Minutes of the meeting of Students Grievance Redressal Committee.

Date: 08.01.2018.

Time: 2 pm.

Venue: Conference Hall.

#### Members present in the meeting with Signature:

1. Dr. Idris Ali
2. Athar Ali Ahmed
3. Dr. Muqammal Haque
4. Dildar Reza
5. Dr. Mohd. Easim Ali

Dr. Idris Ali  
Athar Ali Ahmed  
Dr. Muqammal Haque  
Dildar Reza  
Dr. Mohd. Easim Ali



## Minutes of The meeting:

Minute 1: The meeting was headed by the chairperson of the said committee and welcomed all the members present in the meeting.

Minute 2: The minutes of the meeting held on 17.8.2017 were read and confirmed with unanimity.

Minute 3: Today's house resolves to repair the Girls' Common Room within a short period of time, and forwarded the same to the college authority.

Minute 4: Today's house also resolves to construct a new toilet and washroom for the women students of the college and forwarded the proposal to the authority for immediate effect.

Minute 5: Any other matter with permission of chair. The members are happy to learn that the issue of minor complaints are dealt by concerned departments effectively and the complaints which are not dealt, forwarded to Grievance Redressal Committee.

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

  
Convenor  
Grievance Redressal Committee  
Sontali Anchalik College  
Date.....

SONTALI ANCHALIK COLLEGE  
STUDENTS GRIEVANCE REDRESSAL COMMITTEE

Date: 10.06.2018

CIRCULAR

It is hereby inform that a meeting of Students Grievance Redressal Committee will be held on 16.06.2018 at 4 pm. All the members are requested to attend the same without fail.

Agenda:

1. To read and confirm the minutes of the meeting held on 08.01.2018
2. To investigate the grievances submitted by anyone.
3. Any other matter with the permission of the chair.
4. Vote of Thanks to the chair.

Minutes of the meeting of Students Grievance Redressal Committee.

Date: 16.06.2018

Time: 4 pm.

Venue: Conference Hall.

Members present in the meeting with Signature:

1. Dr. Idris Ali
2. Ather Ali Ahmed.
3. Dr. Muzammal Hoque
4. Dildar Reza
5. Dr. Mohd. Easin Ali

gu

Ali S

Hoque

Reza

Easin


## Minutes of the meeting:

Minute 1: The meeting of Students Grievance Redressal Committee for the Session 2017-18 started at 4 pm and was headed by the chairperson of the said committee and welcomed all the participants present in the meeting.

Minute 2: The minutes of the meeting held on 08.01.2018 were read and confirmed by the house.

Minute 3: The committee found no grievances submitted by any student or staff.

The meeting ended with a vote of Thanks to the chair.

Convenor   
Grievance Redressal Committee  
Sontali Anchalik College  
Date.....

SONTALI ANCHALIK COLLEGE  
STUDENTS GRIEVANCE REDRESSAL COMMITTEE

CIRCULAR

Date - 22-11-2018.

All the women students of Sontali Anchalik College are informed that on the eve of the "International Day for the Elimination of Violence against Women" SGRC, Conducts an awareness programme at Seminar Hall on 25th Nov/2018 at 2 pm.

So, all the members and women students are requested to gather at Seminar Hall on the schedule time.

Agenda: To read and confirm the minutes of the meeting held on 16th June/2018.

- : Significance of International Day for the Elimination of Violence against Women.
- : Any other matter, with the approval of chairperson.
- : Vote of Thanks.

Minutes of the meeting of Students Grievance Redressal Committee.

Date: 25-11-2018.

Time: 2 pm.

Venue: Seminar Hall.

Members present in the meeting.

1. Dr. Idris Ali
2. Ather Ali Ahmed
3. Dr. Mujaammal Hogue
4. Dildar Reza
5. Dr. Mohd. Easim Ali

92

Ali

Ali

Ali

Ali

Minutes of the meeting:

Minute 1: The meeting was presided by the Chairperson of the Committee and welcomed all the members and women student present in the meeting.

Minute 2: Today's house resolves to celebrate 'International Day for Elimination of Violence against Women' every year for the awareness of grievances.

Minute 3: The meeting concluded with a vote of thanks to the chair.

  
Convener  
Grievance Redressal Committee  
Sontali Anchalik College  
Date.....

SONTALI ANCHALIK COLLEGE  
STUDENTS' GRIEVANCE REDRESSAL COMMITTEE

Date: 4.2.2019

CIRCULAR

A meeting of Grievance Redressal Committee of Sontali Anchalik College will be held on 6th February/2019 at 3pm in IQAC Hall. All members are requested to attend the same without fail.

Agenda:

1. To read and confirm the minutes of the previous meeting held on 25th November/2018
2. Investigate the grievances submitted by the students if any recorded in the committee.
3. Vote of thanks.


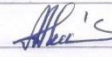
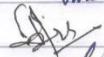

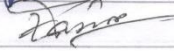
Minutes of the meeting Grievance Redressal Committee

Date: 6.02.2019

Time: 3 pm

Venue: IQAC Hall

Members present in the meeting, Signature

- |                         |  |
|-------------------------|--|
| 1. Dr. Idris Ali        |   |
| 2. Aher Ali Ahmed       |  |
| 3. Dr. Muqammal Hogue   |   |
| 4. Dildar Reza          |  |
| 5. Dr. Moham. Easim Ali |  |

Minutes of the meeting:

Minute 1: The meeting was presided over by the chairperson of the committee who has welcomed all the members present.

Minute 2: The minutes of the meeting held on 25th Nov/2018 were read out and confirmed by the house.

Minute 3: The committee found no grievances submitted by the students as well as staff.

The meeting was concluded with a vote of thanks to the chair.



Convenor  
Grievance Redressal Committee  
Sontali Anchalik College  
Date.....

SONTALI ANCHALIK COLLEGE  
STUDENTS' GRIEVANCE REDRESSAL COMMITTEE

Date: 5-11-2019

NOTICE

It is inform to all the members of SGRC that an urgent meeting will be held on 8th November/2019 at 2-30 pm at Seminate Hall. So all the members are requested to attend in the meeting on Schedule time.

- Agenda: To read out the minutes of previous meeting held on 6th February/2019
- : Significance of various awareness among the students
  - : Any other matters with the approval of the chair.
  - : Vote of thanks.





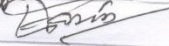
Minutes of the meeting

Date: 8.11.2019

Time: 2-30 pm

Venue: Seminate Hall

Members present in the meeting with signature.

1. Dr. Idris Ali 
2. Aher Ali Ahmed 
3. Dr. Muzammal Hogue 
4. Dildar Reza 
5. Dr. Mohd. Easim Ali 



## Minutes of the meeting:

Minute 1: The meeting of students' Grievance Redressal Committee was started at 2:30 pm at Seminar Hall headed by the Chairperson who welcomed all the participants present in the meeting.

Minute 2: Today's house resolves to organize various awareness programme to aware the students promoting self responsibility in different fields of social activities.

Minute 3: The meeting ended with a vote of thanks.

  
Convener  
Grievance Redressal Committee  
Sontali Anchalik College  
Date.....

SONTALI ANCHALIK COLLEGE  
STUDENTS' GRIEVANCE REDRESSAL COMMITTEE

Date: 25.01.2020

CIRCULAR

It is hereby notified to all the members of Students Grievance Redressal Committee of Sontali Anchalik College that a meeting is going to be held on 27th January/2020 at 3 pm in Conference Hall.

So all the members are requested to attend in the Conference Hall at schedule time.

Agenda: To read and confirm the minutes of the previous meeting held on 8th November/2019

- : Supply of pure drinking water.
- : Vote of thanks.

Minutes of the meeting of Students Grievance Redressal Committee.

Date : 27.01.2020

Time : 3 pm

Venue: Conference Hall

Members present in the meeting with Signature

1. Dr. Idteis Ali
2. Aher Ali Ahmed
3. Dr. Muzammal Hameed
4. Dildar Reza
5. Dr. Mohd. Easin Ali

Dr. Idteis Ali  
Aher Ali Ahmed  
Dr. Muzammal Hameed  
Dildar Reza  
Dr. Mohd. Easin Ali

## Minutes of the meeting:

Minute 1: The meeting was presided by the chairperson of the Committee and welcomed all the members present in the same.

Minute 2: The grievance issue is related to insufficient supply of pure drinking water.

Minute 3: The issue is placed to the administrative authority of the College for taking immediate measurement on the issue.

Minute 4: The meeting concluded with a vote of thanks.

  
Convener  
Grievance Redressal Committee  
Sontali Anchalik College  
Date.....

SONTALI ANCHALIK COLLEGE  
STUDENTS' GRIEVANCE REDRESSAL COMMITTEE

Date : 24.03.2020

CIRCULAR

This is for general information to all the employees and the students of Sontali Anchalik College that as per govt. notification each and every member of our College should maintain the social distancing and frequent sanitization to fight against pandemic COVID-19 untill further notification.

Convenor   
Grievance Redressal Committee  
Sontali Anchalik College  
Date.....

SONTALI ANCHALIK COLLEGE  
STUDENTS' GRIEVANCE REDRESSAL COMMITTEE

Date: 3.07.2021

NOTICE

This is for general information to all the members of Students' Grievance Redressal Committee that an urgent meeting is called on 5th July/2021 at 4.30 pm in principal's office. All members are requested to attend the same without fail.

Agendas:






1. To read and confirm the minutes of the previous meeting held on 27th January/2020
2. The grievance issue is related to the shortage of sports equipments.
3. Any other matter with the permission of the chair.
4. Vote of thanks.

Time: 4.30 pm

Date: 5-7-2021

Venue: principal's office

Members present in the meeting with Signature.

1. Dr. Idris Ali 
2. Aher Ali Ahmed 
3. Dr. Muzammal Hogue 
4. Dildar Reza 
5. Dr. Mohd. Easim Ali 

## Minutes of the meeting:

Minute 1: The meeting was started under the chairmanship of the same and welcomed all the participants present in the meeting.

Minute 2: The members discussed on the lack of sports items and placed the issue to the concerned authority of the college for taking immediate measurement.

Minute 3: Any other matter with the permission of the chair, the members are happy to learn that the minor issues are dealt with the concerned department with immediate effect.

Minute 4: The meeting ended with a vote of thanks to all.

  
Convenor  
Grievance Redressal Committee  
Sontali Anchalik College  
Date.....

SONTALI ANCHALIK COLLEGE  
STUDENTS' GRIEVANCE REDRESSAL COMMITTEE

Date: 4.10.2021

NOTICE

An urgent meeting of Students' Grievance Redressal Committee will be held on 9th October/2021 at 3-30 pm in IQAC Hall. Hence all members are requested to attend the meeting on the schedule time.

Agendas:





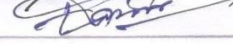
1. To read out and confirm the minutes of the previous meeting held on 5th July/2021.
2. The grievance issue is related to unavailability of dustbin in College Campus.
3. Vote of Thanks.

Time: 3-30 pm

Date: 9-10-2021

Venue: IQAC Hall

Members present in the meeting with Signature

1. Dr. Idhis Ali 
2. Aher Ali Ahmed 
3. Dr. Muzammal Hogue 
4. Dildare Reza 
5. Dr. Mohd. Easim Ali 

## Minutes of the meeting:

Minute 1: The meeting was started at 3-30 pm in IQAC Hall headed by the chairperson who heartily welcomed all the members present in the meeting.

Minute 2: Today's house discussed on the issue raised by the students and resolved to place the matter to the concerned authority for the arrangement of more dustbin in the college campus.

Minute 3: The meeting was over with a vote of thanks to the participants.

  
Convener  
Grievance Redressal Committee  
Sontali Anchalik College  
Date.....



SONTALI ANCHALIK COLLEGE  
STUDENTS' GRIEVANCE REDRESSAL COMMITTEE

Date: 18.04.2022

CIRCULAR

This is for information to all the members of Students' Grievance Redressal Committee of Sontali Anchalik College that an urgent meeting is going to be held on 23rd April/2022, at 4:00 pm in IQAC Hall. All members are requested to attend the same without fail.

Agendas:





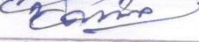
1. To read out and confirm the minutes of the previous meeting held on 9th October/2021.
2. The grievance issue is related to the frequent use of mobile phone inside the College Campus.
3. Preventive measurement against the issues.
4. Vote of thanks.

Time: 4:00 pm

Date: 23-04-2022

Venue: IQAC Hall

Members present in the meeting with signature.

- |                         |  |
|-------------------------|--|
| 1. Dr. Idris Ali        |   |
| 2. Aher Ali Ahmed       |   |
| 3. Dr. Muzammal Haque   |   |
| 4. Dildare Reza         |  |
| 5. Dr. Mohmd. Easin Ali |  |


## Minutes of The meeting:

Minute 1: The meeting was headed under the  
presidentship of Chairperson of the  
Committee, in presence of all members.

Minute 2: The raised issue was discussed in  
the meeting and forwarded the  
matter to the authority for  
necessary action.

Minute 3: Today's house also resolves to take  
disciplinary action against the  
frequent user of mobile phone.

Minute 4: The meeting was concluded with  
a vote of thanks to the chair.

  
Convenor  
Grievance Redressal Committee  
Sontali Anchalik College  
Date.....

SONTALI ANCHALIK COLLEGE  
STUDENTS' GRIEVANCE REDRESSAL COMMITTEE

Date: 10.10.2022

CIRCULAR

A meeting of Students' Grievance Redressal Committee will be held on 12th October/2022 at 1 pm in Conference Hall. So all members are requested to attend the meeting in due time.

Agendas:

1. To read and confirm the minutes of previous meeting held on 23rd April/2022.
2. To investigate the grievances submitted by any one.
3. Vote of thanks:

Time: 1 pm

Date: 12-10-2022

Venue: Conference Hall

Members present in the meeting with Signature:

1. Dr. Idris Ali
2. Aher Ali Ahmed
3. Dr. Muzammal Hogue
4. Dildar Reza
5. Dr. Mohd. Kasim Ali

Dr. Idris Ali  
Aher Ali Ahmed  
Dr. Muzammal Hogue  
Dildar Reza  
Dr. Mohd. Kasim Ali

Minutes of The meeting:

Minute 1: The meeting of Students' Grievance Redressal Committee for The Session 2021-22 started at 1 pm and was headed by The Chairperson and welcomed all the participants present in the meeting.

Minute 2: The Committee found no grievances submitted by any students or staff.

Minute 3: The meeting ended with a vote of thanks.



Convenor  
Grievance Redressal Committee  
Sontali Anchalik College  
Date.....



Co-Ordinator, IQAC  
Sontali Anchalik College  
Date.....



Principal i/c  
Sontali Anchalik College  
Date.....