



Maitrey Educational Society's

Nagarjuna

Institute of Engineering, Technology & Management

College Address : Village Satnavari, Amravati Road, NAGPUR - 440 023

Mobile No. : 9579850361, 362, 363

E-mail : maitrey.ngp@gmail.com **Website :** www.nietm.in

Criteria-5: STUDENT SUPPORT & PROGRESSION

Metric No.5.1.5

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National Assessment and Accreditation Council

AQAR 2021-22

NAAC Criteria-5: STUDENT SUPPORT & PROGRESSION

5.1.5

The Institution adopts the following for redressal of Student's grievances including sexual harassment and ragging cases.

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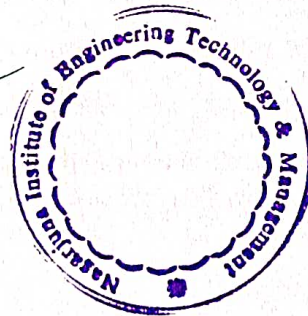
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College Code - 4192

Date: 12/07/2021

TO WHOMSOEVER IT MAY CONCERN

This is to certify that the Institution has a Transparent mechanism for timely Redressal of student Grievances including Sexual Harassment and Ragging cases. Institution has also formed committees such as Anti-Ragging & Anti-Ragging squad committee, Internal Complaint Cell Committee and Grievance & Redressal Committee.



Principal

Dr. S.M.Kelo



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College Code - 4192

WOMEN'S GRIEVANCE REDRESSAL CELL

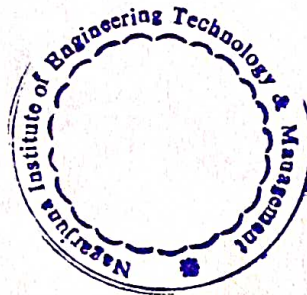
2021-22

Objective of the Women's Grievance Redressal Cell

- 1.1 The Cell will deal with the cases / complaints of sexual harassment and any other type of harassment of the female students, teaching and non-teaching women staff of the college.
- 1.2 The Cell shall process all the individual complaints and take immediate suitable action.
- 1.3 The Cell will provide assistance to the Faculty/Colleges for taking preventive steps in the matter of gender discrimination and sexual harassment.
- 1.4 The Principal will be the Chairman of the Cell and may appoint members of the cell.
- 1.5 The Cell may form / review the guidelines / policy for redressal of the grievance as required from time to time, which may be in accordance with those issued by Supreme Court and Government Agencies.

2. Grievance Procedure

- 2.1 Any women employee or female student will have the right to lodge a complaint concerning sexual harassment against a male student or the employee of the institute by writing a letter or putting the complaint in the Principal's office.
- 2.2 The complaint will be afforded full confidentiality at this stage.
- 2.3 After receiving the complaint, the chairman shall convene the meeting of the cell.
- 2.4 The chairman will appoint investigation committee, Coordinator will convene the meetings.
- 2.5 The investigation committee shall then decide the course of action to proceed.
- 2.6 The complaint will stand dropped if in accordance to the committee the complaint has not been able to disclose prima-facie an offence of sexual harassment by complainer /her representative.



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3. Procedure for investigation

3.1 If the complainer wishes to proceed beyond a mere a warning to the accused, the accused shall be given in writing by the investigation committee an opportunity to explain within one week why he should not be, for good and sufficient reasons, be punished for the act of sexual harassment on his part.

3.2 If the written explanation of the accused is not found to be satisfactory or if he does not provide any written explanation, the investigation committee will decide whether the offence deserves a minor penalty or a major penalty.

3.3 In the event that the investigation committee deciding that the accused be imposed a minor penalty, the said penalty will be recommended by the investigation committee to the chairman of the cell for decision.

3.4 If the investigation committee comes to a conclusion that the accused in case if his guilt proved, should be imposed a major penalty, it shall make a recommendation of action. If the accused is an employee, he may be placed under suspension under the provisions of act.

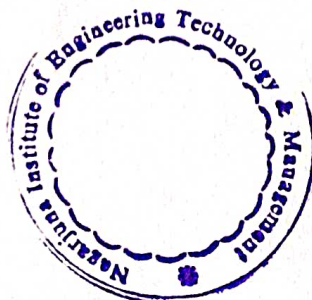
3.5 If a person is charged with physical molestation or rape on college / society's premises, he shall be immediately placed under suspension pending the completion of the investigation and enquiry. Appropriate actions can be initiated as per the laws of Indian penal code.

4. Punishment for sexual harassment

4.1 Any member of the institute fraternity (student/employee/outsider related to institute) found guilty of sexual harassment shall be liable to be punished. This shall be subject to the same penalties for major or minor misconduct as prescribed under government/ university rules.

4.2 A student guilty of sexual harassment shall be liable for any of the following penalties:

1. Warning or reprimands
2. Suspension from university/ college for a period of one m
3. Debarment from appearing for the examination for a period up to three yea
4. Rustication from the university as the case may be.
5. Any other punishment as defined by the government/ university.



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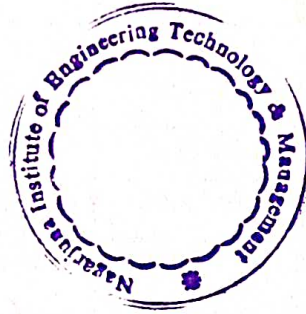
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5. Protection against Victimization

The committee noted and approved the policy on Protection against Victimization of the Women's Grievance Redressal Cell as following-

- (a) In the event of the complainer being a student and the accused being a teacher, during the pendency of the investigation and enquiry and even after such an enquiry if the teacher is found to be guilty, the accused will not act as an examiner for any examination for which the student appeal.
- (b) In the event the complainer and the accused both being employees, during the pendency of the investigation and enquiry even after such an enquiry if the accused is found to be guilty, the accused shall not write the condition reports of the complainer, if it is otherwise so authorized.



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Student Grievance Redressal Cell Committee

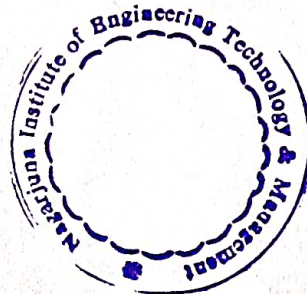
Sr. No.	Name	Designation	Position	E-Mail
1	Prof. Neetu Ramteke	Assistant Professor	Chairman	neetu.nietm@gmail.com
2	Prof. Ashwini Walde	Assistant Professor	Member	ashwininietm@gmail.com
3	Prof. Sandip Thakre	Assistant Professor	Member	Sandipthakre533@gmail.com
4	Prof. Aatif Nawab	Assistant Professor	Member	Aatifnawab111@gmail.com
5	Prof. Rasik Upadhye	Assistant Professor	Member	rasikupadhye@gmail.com
6	Prof. Vrushali Paraye	Assistant Professor	Member	vrushaliparaye.nietm@gmail.com
7	Mr. Rahul Mishra	III year Mechanical	Member	rahul12nietm@gmail.com
8	Ms. Ankita Ubhad	III year Civil	Member	ankitaubhad@gmail.com

Anti-Ragging Committee

Sr. No.	Name	Designation	Position	E-Mail
1	Prof. Neetu Ramteke	Assistant Professor	Chairman	neetu.nietm@gmail.com
2	Prof. Ashwini Walde	Assistant Professor	Member	ashwininietm@gmail.com
3	Prof. Sandip Thakre	Assistant Professor	Member	sandipthakre533@gmail.com
4	Prof. Aatif Nawab	Assistant Professor	Member	Aatifnawab111@gmail.com
5	Prof. Rasik Upadhye	Assistant Professor	Member	rasikupadhye@gmail.com
6	Prof. Manish Thool	Assistant Professor	Member	Manisgprint.344@gmail.com
7	Mr. Harshal Nannaware	II year Mechanical	Member	harshamesa@gmail.com
8	Ms. Pooja Dongre	IV year Civil	Member	Pooja1295@gmail.com
9	Mr. Gaurav Patil	IV year Electrical	Member	Patilgaurav23@rediffmail.com

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College Code - 4192 Email: maitrey.ngp@gmail.com; Website: www.nietm.in; Phone No. 07118 322211, 1:

Date: 16/07/2021

MEETING NOTICE

This is to inform all the members of the Anti-Ragging Committee & squad, that a meeting is scheduled at 4.00 pm on Monday, 19th July 2021, in the Dr Babasaheb Ambedkar seminar hall of institute. Kindly note the date & time, make yourself convenient to attend the meeting positively.

Agenda of the meeting:

1. To induct new student from 1st semester B.Tech as members
2. About Anti Ragging Initiatives
3. Any other Matter with Permission of the Chair.

Sr. No.	Name	Designation	Position	Signature
1	Prof. Neetu Ramteke	Assistant Professor	Chairman	
2	Prof. Ashwini Walde	Assistant Professor	Member	
3	Prof. Sandip Thakre	Assistant Professor	Member	
4	Prof. Aatif Nawab	Assistant Professor	Member	
5	Prof. Rasik Upadhye	Assistant Professor	Member	
6	Prof. Manish Thool	Assistant Professor	Member	
7	Mr. Harshal Nannaware	II year Mechanical	Member	
8	Ms. Pooja Dongre	IV year Civil	Member	
9	Mr. Gaurav Patil	IV year Electrical	Member	

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Date: 20/07/2021

Minutes of the Meeting of Anti - Ragging committee

Anti - Ragging committee meeting was held at 4.00 pm on Monday, 19th July in the Dr Babasaheb Ambedkar seminar hall of institute to discuss the following as per the agenda.

1. To induct new student from 1st semester B.Tech as members
2. About Anti-ragging initiatives
3. Any other matter with permission of the Chair

The meeting was presided over by the Chairman and the following members of the committee were present in the meeting.

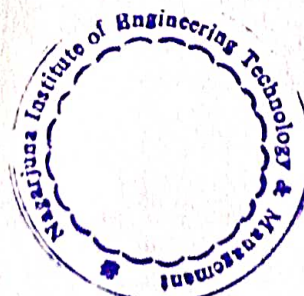
Sr. No.	Name	Designation	Position	Signature
1	Prof. Neetu Ramteke		Chairman	
2	Prof. Ashwini Walde	Assistant Professor	Member	
3	Prof. Sandip Thakre	Assistant Professor	Member	
4	Prof. Aatif Nawab	Assistant Professor	Member	
5	Prof. Rasik Upadhye	Assistant Professor	Member	
6	Prof. Manish Thool	Assistant Professor	Member	
7	Mr. Harshal Nannaware	II year Mechanical	Member	
8	Ms. Pooja Dongre	IV year Civil	Member	
9	Mr. Gaurav Patil	IV year Electrical	Member	

Chairman welcomed the members of the committee for the meeting Prof. Neetu Ramteke explained in detail regarding ragging, its consequences Further, Chairman explained about the importance about the committee and roles its responsibilities. Each of the member was given a handout about the Ragging containing the helpline numbers and the Police Station Address & the contact nos. near the College & the Hostels. (Both Men's and Ladies). Chairman, welcomed the newly inducted 1st semester B,Tech students as members to the committee.

The members were asked to visit the Hostels (Both Men's and Ladies) in which our B.Tech students are accommodated. It was also mentioned, that it was the responsibility of the Squad members to inspect the Hostels twice a month & report findings & suggestion in the registers. The meeting concluded with the vote of thanks from Prof. Ashwini Walde.

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Code - 4192

Date: 2/08/2021

MEETING NOTICE

This is inform to Student Grievance Redressal Cell Committee members that a meeting is scheduled at 2 pm on Wednesday, 4th August 2021 in Dr Babasaheb Ambedkar seminar hall of NIETM.

Agenda:

- 1) To take cognizance of the grievances received from students.
- 2) To discuss and evaluate the nature of the grievances.
- 3) To discuss and approve the methods of redressal and appropriate action to be taken in the matter
- 4) Any other item with the permission of Chair.

Sr. No.	Name	Designation	Position	Signature
1	Prof. Neetu Ramteke	Assistant Professor	Chairman	
2	Prof. Ashwini Walde	Assistant Professor	Member	
3	Prof. Sandip Thakre	Assistant Professor	Member	
4	Prof. Aatif Nawab	Assistant Professor	Member	
5	Prof. Rasik Upadhye	Assistant Professor	Member	
6	Prof. Vrushali Paraye	Assistant Professor	Member	

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College Code - 4192

Minutes of the Meeting of Student Grievance Redressal Cell

Student Grievance Redressal Cell committee meeting was held at 2 pm on Wednesday, 4th August 2021 in Dr Babasaheb Ambedkar seminar hall of NIETM. to discuss the following as per the agenda.

Sr. No.	Name	Designation	Position	Signature
1	Prof. Neetu Ramteke	Assistant Professor	Chairman	
2	Prof. Ashwini Walde	Assistant Professor	Member	
3	Prof. Sandip Thakre	Assistant Professor	Member	
4	Prof. Aatif Nawab	Assistant Professor	Member	
5	Prof. Rasik Upadhye	Assistant Professor	Member	
6	Prof. Vrushali Paraye	Assistant Professor	Member	
7	Mr. Rahul Mishra	III year Mechanical	Member	
8	Ms. Ankita Ubhad	III year Civil	Member	

Brief proceedings of the meeting:

The meeting was chaired by the Chairman and members from the committee Prof. Aatif Nawab, discussed cognizance of the grievances received from students, the following students from third year will be appointed in the grievance Redresseal cell from next academic year so that representation could be part of the committee for longer time and help us to contribute more effectively.

1. Mr. Rahul Mishra- III year Mechanical
2. Ms. Ankita Ubhad- III year Civil.

Also discussed responses received from the suggestion box. The meeting concluded with the vote of thanks from Prof. Ashwini Walde.

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Date: 13/12/2021

MEETING NOTICE

All the members of the Anti-Ragging Committee & squad, that a meeting is scheduled at 11.30 am on Wednesday, 15th Dec 2021, in the Dr Babasaheb Ambedkar seminar hall of institute. Kindly note the date & time, make yourself convenient to attend the meeting positively.

Sr. No.	Name	Designation	Position	Signature
1	Prof. Neetu Ramteke	Assistant Professor	Chairman	
2	Prof. Ashwini Walde	Assistant Professor	Member	
3	Prof. Sandip Thakre	Assistant Professor	Member	
4	Prof. Aatif Nawab	Assistant Professor	Member	
5	Prof. Rasik Upadhye	Assistant Professor	Member	
6	Prof. Manish Thool	Assistant Professor	Member	
7	Mr. Harshal Nannaware	II year Mechanical	Member	
8	Ms. Pooja Dongre	IV year Civil	Member	
9	Mr. Gaurav Patil	IV year Electrical	Member	

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Date: 15/12/2021

Minutes of the Meeting of Anti - Ragging committee

The second meeting of Anti - Ragging committee meeting was held at 11.30 am on Wednesday, 15th December 2021 in the Dr Babasaheb Ambedkar seminar hall of institute under the chairmanship of Prof. Neetu Ramteke to evaluate running of the anti-ragging squad

The following members of the committee were present in the meeting.

Sr. No.	Name	Designation	Position	Signature
1	Prof. Neetu Ramteke		Chairman	
2	Prof. Ashwini Walde	Assistant Professor	Member	
3	Prof. Sandip Thakre	Assistant Professor	Member	
4	Prof. Aatif Nawab	Assistant Professor	Member	
5	Prof. Rasik Upadhye	Assistant Professor	Member	
6	Prof. Manish Thool	Assistant Professor	Member	
7	Mr. Harshal Nannaware	II year Mechanical	Member	
8	Ms. Pooja Dongre	IV year Civil	Member	
9	Mr. Gaurav Patil	IV year Electrical	Member	

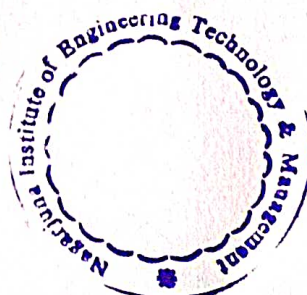
The meeting evaluated the progress of the committee and found that committee and squad are actively engaged in maintaining the campus ragging free. Regarding matter relating to complaint, there was no such case before the committee till date showing that college campus free of ragging.

As there were no other items for discussion the meeting ended with vote of thanks and regards by the chairman.

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Date: 24/12/2021

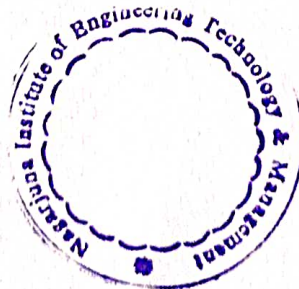
MEETING NOTICE

All the members of Student Grievance Redressal Cell Committee are requested that the meeting is scheduled at 11.00 am on Monday, 27th December 2021 in Dr Babasaheb Ambedkar seminar hall of NIETM.

Sr. No.	Name	Designation	Position	Signature
1	Prof. Neetu Ramteke	Assistant Professor	Chairman	
2	Prof. Ashwini Walde	Assistant Professor	Member	
3	Prof. Sandip Thakre	Assistant Professor	Member	
4	Prof. Aatif Nawab	Assistant Professor	Member	
5	Prof. Rasik Upadhye	Assistant Professor	Member	
6	Prof. Vrushali Paraye	Assistant Professor	Member	

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Date: 27/12/2021

Minutes of the Meeting of Student Grievance Redressal Cell

Student Grievance Redressal Cell committee meeting was held at 11.00 am on Monday, 27th December 2021 in Dr Babasaheb Ambedkar seminar hall of NIETM. to discuss the following as per the agenda.

Sr. No.	Name	Designation	Position	Signature
1	Prof. Neetu Ramteke	Assistant Professor	Chairman	
2	Prof. Ashwini Walde	Assistant Professor	Member	
3	Prof. Sandip Thakre	Assistant Professor	Member	
4	Prof. Aatif Nawab	Assistant Professor	Member	
5	Prof. Rasik Upadhye	Assistant Professor	Member	
6	Prof. Vrushali Paraye	Assistant Professor	Member	
7	Mr. Rahul Mishra	III year Mechanical	Member	
8	Ms. Ankita Ubhad	III year Civil	Member	

Brief proceedings of the meeting:

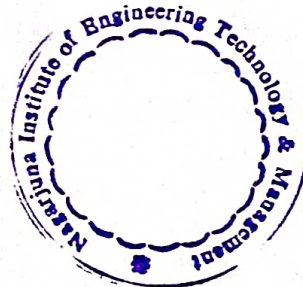
Prof. Sandip Thakre welcomed all the members. He expressed about the students' request for regular maintenance of classroom infrastructure, shortage of water in the washrooms and improper lighting in some of the classrooms. He asked Prof. Neetu Ramteke to inform Khobragade, Office Supdt. to keep a regular watch on the maintenance of basic infrastructure of the college.

The meeting ended at 11.35 am as there were no other points for discussion.

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Date: 02/03/2022

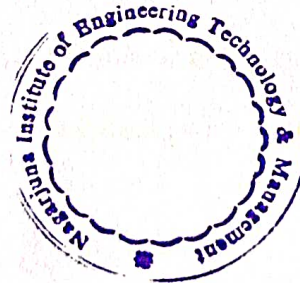
MEETING NOTICE

All the members of the Anti-Ragging Committee & squad, that a meeting is scheduled at 1.00 pm on Friday, 5th March 2022, in the Dr Babasaheb Ambedkar seminar hall of institute. Kindly note the date & time, make yourself convenient to attend the meeting positively.

Sr. No.	Name	Designation	Position	Signature
1	Prof. Neetu Ramteke	Assistant Professor	Chairman	
2	Prof. Ashwini Walde	Assistant Professor	Member	
3	Prof. Sandip Thakre	Assistant Professor	Member	
4	Prof. Aatif Nawab	Assistant Professor	Member	
5	Prof. Rasik Upadhye	Assistant Professor	Member	
6	Prof. Manish Thool	Assistant Professor	Member	
7	Mr. Harshal Nannaware	II year Mechanical	Member	
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9	Mr. Gaurav Patil	IV year Electrical	Member	

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Date: 05/03/2022

Minutes of the Meeting of Anti - Ragging committee

The meeting Anti-Ragging Committee & squad was held at 1.00 pm on Friday, 5th March 2022, in the Dr Babasaheb Ambedkar seminar hall of institute under the chairmanship Prof. Neetu Ramteke. The following members were present.

Sr. No.	Name	Designation	Position	Signature
1	Prof. Neetu Ramteke	Assistant Professor	Chairman	
2	Prof. Ashwini Walde	Assistant Professor	Member	
3	Prof. Sandip Thakre	Assistant Professor	Member	
4	Prof. Aatif Nawab	Assistant Professor	Member	
5	Prof. Rasik Upadhye	Assistant Professor	Member	
6	Prof. Manish Thool	Assistant Professor	Member	
7	Mr. Harshal Nannaware	II year Mechanical	Member	
8	Ms. Pooja Dongre	IV year Civil	Member	
9	Mr. Gaurav Patil	IV year Electrical	Member	

Agenda of Meeting

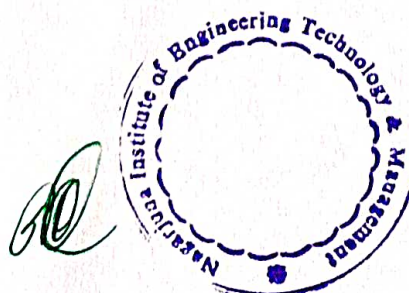
- To review the case of ragging if any.
- To Organized anti-ragging Awareness programmes.
- To guide the day scholar students about anti-ragging.
- Guidance to Hosteller.
- Any other relevant subject at the time of meeting.

Minutes of Meeting

1. Minutes of earlier meeting were read by Prof. Rasik Upadhye and approved by other members.
2. There is a no case regarding ragging of student
3. All the member of committee visited to all hostels on the campus and guided students regarding the issue.
4. Subject to last meeting a notice was displayed on notice board and was circulated to students to fill online anti-ragging form with in the time limit.

Copy To:

- 1) Office file
- 2) The Members Concerned



Principal
Dr. S.M.Kelo



Nagarjuna

Institute of Engineering, Technology & Management
(AICTE, DTE Approved & Affiliated to R.T.M. Nagpur University Nagpur)

Village Satnavri, Amravati Road, Nagpur 440023

College Code - 4192 Email: maitrey.ngp@gmail.com; Website: www.nietm.in; Phone No. 07118 322211, 1:

Date: 02/04/2022

MEETING NOTICE

All the members of Student Grievance Redressal Cell Committee are requested that the meeting is scheduled at 11.00 am on Monday, 5th April 2022 in Dr Babasaheb Ambedkar seminar hall of NIETM.

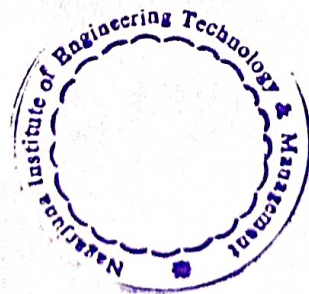
Agenda of the Meeting:

- 1) To read and confirm minutes of the previous meeting of Student Grievance Redressal Cell of the college
- 2) Major Grievance of the students
- 3) To discuss any other matter with the permission of the chair.

Sr. No.	Name	Designation	Position	Signature
1	Prof. Neetu Ramteke	Assistant Professor	Chairman	
2	Prof. Ashwini Walde	Assistant Professor	Member	
3	Prof. Sandip Thakre	Assistant Professor	Member	
4	Prof. Aatif Nawab	Assistant Professor	Member	
5	Prof. Rasik Upadhye	Assistant Professor	Member	
6	Prof. Vrushali Paraye	Assistant Professor	Member	

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Email: maitrey.ngp@gmail.com; Website: www.nietm.in; Phone No. 07118 322211, 12

Date: 5/04/2022

Minutes of the Meeting of Student Grievance Redressal Cell

Student Grievance Redressal Cell committee meeting 11.00 am on Monday, 5th April 2022 in Dr Babasaheb Ambedkar seminar hall of NIETM. Following members were present.

Sr. No.	Name	Designation	Position	Signature
1	Prof. Neetu Ramteke	Assistant Professor	Chairman	
2	Prof. Ashwini Walde	Assistant Professor	Member	
3	Prof. Sandip Thakre	Assistant Professor	Member	
4	Prof. Aatif Nawab	Assistant Professor	Member	
5	Prof. Rasik Upadhye	Assistant Professor	Member	
6	Prof. Vrushali Paraye	Assistant Professor	Member	
7	Mr. Rahul Mishra	III year Mechanical	Member	
8	Ms. Ankita Ubhad	III year Civil	Member	

Agenda of the Meeting:

- 1) To read and confirm minutes of the previous meeting of Student Grievance Redressal Cell of the college
- 2) Major Grievance of the students
- 3) To discuss any other matter with the permission of the chair.

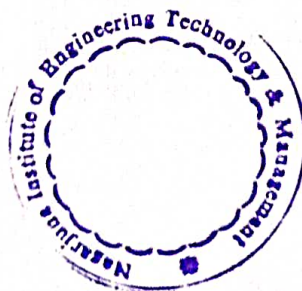
Minutes of the Meeting:

- 1) Prof. Ashwini Walde read out minutes of the previous meeting and others members approved them.
- 2) Students had problems regarding following issues. The members discussed them and gave suggestion to resolve them.
 - (i) It was decided to arrange alternative staff for subject of Engineering Mechanics as regular classes was not done due to viral fever of corresponding subject teachers.
 - (ii) The committee decided to inform to the Librarian regarding purchasing of new book on Competitive examination and make them available to students as per their demands.
- 3) No new matter came for discussion

The meeting ended at 11.45 am as there were no other points for discussion.

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Principal
Dr. S.M.Kelo