



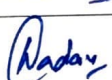
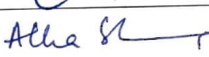
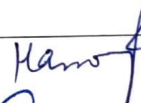




DATE _____

Sanatan Dharma College, Ambala Cantt

MEETING NOTICE

The following teachers of **Grievance Redressal and Committee For Redressal of Complaints of Female Employees** are requested to attend a meeting on **20 September, 2017 at 11:00 am** in the Principal office.

Sr. No.	Name of Faculty/Staff	Appointed as	Signature
1	Sh. Rajiv Chander Sharma	Convener	
2	Mr. Praveen Mathur	Member	
3	Ms. Indra Yadav	Member	
4	Dr. Alka Sharma	Member	
5	Dr. Uma Sharma	Member	
6	Ms. Harroop Virk	Member	
7	Sh. Sukhdev Singh Chauhan	Member	


Principal
Principal
Sanatan Dharma College
Ambala Cantt.

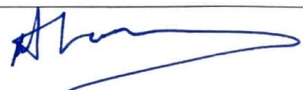


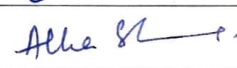
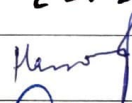




DATE _____

Sanatan Dharma College, Ambala Cantt

MEETING ATTENDANCE

Members present in the meeting of the **Grievance Redressal and Committee For Redressal of Complaints of Female Employees** held today i.e. **20 September, 2017** at **11:00 am** in the Principal Office.

Sr. No.	Name of Faculty/Staff	Appointed as	Signature
1	Sh. Rajiv Chander Sharma	Convener	
2	Mr. Praveen Mathur	Member	
3	Ms. Indra Yadav	Member	
4	Dr. Alka Sharma	Member	
5	Dr. Uma Sharma	Member	C L A S S
6	Ms. Harroop Virk	Member	
7	Sh. Sukhdev Singh Chauhan	Member	


Principal
Sanatan Dharma College
Ambala Cantt.



DATE _____

**Grievance Redressal and Committee For Redressal of Complaints of Female Employees
2017-18**

Minutes of the Meeting

A committee to review the cases of sexual harassment held a meeting on **20 September, 2017** at **11:00 am**.

Agenda:

1. To notice complaint of sexual harassment (If any)
2. To create awareness among students and the staff against sexual harassment

At the outset, The Convener welcomed all the members of the Committee. He described the role of the committee and said everyone has a responsibility to contribute to the cause.

- The Convener mentioned that it was the first meeting of the committee and welcomed suggestions from all members to make it effective.
- The Committee noted that no complaint of sexual harassment has been received from any girl student or woman employee of the college.
- It was emphasized that in order to create awareness and continuous sensitization among the students and the staff, it is essential to place banners/posters/notices defining sexual harassment at prominent places on the campus.

The committee had discussions at length and the following suggestions were made:

- A complaint Drop box in the administrative office should also be placed.
- Extension lectures and workshops for teaching and non-teaching staff members of the college to be organized to sensitize about the existing act on Prevention, Prohibition, and Redressal of Sexual harassment of women in the workplace. They must also be sensitized towards maintaining discipline on campus.

The convener conveyed his thanks to the members for attending the meeting. The meeting ended with a vote of thanks to the Chair.

Convener

Grievance Redressal and
Committee For Redressal of Complaints of Female Employees
Convener

Grievance Redressal Committee
Sanatan Dharma College
Ambala Cantt.

Principal

Principal
Sanatan Dharma College
Ambala Cantt.