



D Y PATIL
AGRICULTURE
& TECHNICAL
UNIVERSITY
TALSANDE

D. Y. Patil Agriculture & Technical University

(Approved & Established by Govt. of Maharashtra Act No. XXXVI of 2020 and under section 2(f) of UGC Act 1956)

Wathar – Warananager Road, Talsande Dist- Kolhapur. Maharashtra, India – 416112

INTERNAL COMPLAINTS COMMITTEE

ACD. YEAR- 2021-22

Ref.ICC/ 2021-22/ 01

Date- 20th Oct, 2022

Notice

This is to notify all the members both Internal and external of the Internal Complaints Committee (ICC) that there is a meeting scheduled on 27th Oct, 2022 at 11am at Board room.

All members are here by kindly requested, to be present for the meeting.


Chairperson ICC

Agenda of Meeting

1. Committee launch programme: University wide Gender sensitisation of students and employees
2. Discussion of University level programmes to be taken.
3. Reading/Handing over of documents to all members.

Copy To:

1. All ICC Members
2. Hon. Vice Chancellor DYP-ATU
3. Registrar, DYP-ATU





INTERNAL COMPLAINTS COMMITTEE

ACD. YEAR- 2021-22

Ref.ICC/ 2021-22/ 01

Date- 27th Oct, 2022

Minutes of Meetings No. 1

Date: 27th Oct, 2022

Time: 11.00 am

Chaired by: Mrs Pushpa N Kashi

Attendance:

1	Ms. Pushpa N. Kashi	Chaiperson,Asst.Prof.(SCM)
2	Dr Jayendra A. Khot	Registrar(DYP-ATU)
3	Dr Jayant Ghatge	Associate Dean(SET(Agri))
5	Ms. Namita S.Patil	Asst.Prof.(SFT)
5	Mrs Ashwini Sawant	Asst.Prof.(CSE)
6	Dr Mangal Patil	Asst.Prof.(Agri)
7	Mr. Utkarsh A. Avalekar	Asst.Prof. (CSE)

On 27th Oct, 2022, the first meeting of the "Internal Complaints Committee (ICC)" during the academic year 2021-22 was held under the chairmanship of Mrs Pushpa N Kashi and followings are the minutes of the meetings.

1. A committee on "Internal Complaints Committee (ICC)" has been duly constituted at DYP-ATU. The first meeting of ICC DYP-ATU to follow all the proceedings at DYP-ATU was held on Thursday, 27th Oct, 2022 at 11.00 am at Board Room of DYP-ATU, Talsande-Kolhapur

2. It was emphasized that in order to create awareness and gender sensitization among the employees, it is essential to make every individual aware in the DYP-ATU campus.

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

- (i) The composition of the Internal Complaints Committee (ICC) of DYP-ATU must be uploaded on DYP-ATU's website.
- (ii) The Committee has discussed about to prepare guidelines for Internal Complaints Committee



set in place by DYP-ATU. She described the role of ICC and said everyone has a responsibility to contribute to the cause. Further, She mentioned that it was the first meeting of the constituted ICC in DYP-ATU and welcomed suggestions from all members to make it effective.

3. It was emphasized that in order to create awareness and gender sensitization among the employees, it is essential to make every individual aware in the DYP-ATU campus.
4. The committee had discussions at length and the following suggestions were made:
 - (i) The composition of the Internal Complaints Committee (ICC) of DYP-ATU must be uploaded on DYP-ATU's website.
 - (ii) The Committee has discussed about to prepare guidelines for Internal Complaints Committee
 - (iii) The "Internal Complaints Committee" must be uploaded on DYP-ATU's website.
 - (iv) A complaint Drop box must be placed in the office premises.
 - (v) The contractual staff appointed in the DYP-ATU, Teaching and Non- Teaching staff must also be sensitized about the existing act on Prevention, Prohibition and Redressal of harassment at workplace. They must also be sensitized towards maintaining discipline in the University campus.
 - (vi) The gender sensitization planned on 22 Nov, 2022 in the event which was planned for International Men's day as all the employees teaching, non-teaching would be invited there.
5. The Chairperson conveyed his thanks to the members for attending the meeting and the members agreed that the Committee will meet every month on a regular basis or earlier, if need arise. Next meeting of the Committee will be held in the month of Nov, 2022.

Meeting ended with vote of thanks to the Chair.

Chairperson ICC

Copy To:

1. All ICC Members
2. Hon. Vice Chancellor DYP-ATU
3. Registrar, DYP-ATU





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Date- 27th Oct, 2022

Attendance

Date: 27th Oct, 2022

Time: 11.00 am

Chaired by: Mrs Pushpa N Kashi

Attendance:

S.no	Name	Designation	Sign
1	Ms. Pushpa N. Kashi	Chaiperson,Asst.Prof.(SCM)	
2	Dr Jayendra A. Khot	Registrar(DYP-ATU)	
3	Dr Jayant Ghatge	Associate Dean(SET(Agri))	
4	Ms. Namita S.Patil	Asst.Prof.(SFT)	
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INTERNAL COMPLAINTS COMMITTEE

ACD. YEAR- 2021-22

Ref. ICC/ 2021-22/01

Date- 28 Oct 2022

ACTION TAKEN REPORT

As per the discussions happened in ICC meeting which was held at Board Room of DYP-ATU on 27th Oct, 2022 at 11:00 am

- All the updates for Committee are prepared and updated for university website.

Chairperson ICC

