

**MAULANA AZAD COLLEGE**  
8 Rafi Ahmed Kidwai Road, Kolkata-700013

**INFORMATION REGARDING QUERIES ABOUT THE INTERNAL COMPLAINTS COMMITTEE RECEIVED UNDER RTI**

**March 2019 –March 2020**

<b>Committee Members</b>	<b>Contact Details</b>	<b>Date of Appointment Date of Retirement</b>	<b>Student Members</b>	<b>Special y Abled Member s</b>	<b>SC/ST Membe r</b>	<b>No. Of Cases Reporte d</b>	<b>No. Of Meetin g</b>	<b>No. Of Training Programme for Gender Sensitisation of staff/studen ts</b>	<b>No. Of Audits conduce d</b>	<b>No. Of Counsellors employed</b>
Smt.Anudradha Sen	9007749699	22.09.1986 31.05.2025	Tausif Alam	nil	nil	nil	2	1	nil	nil
Dr.Aditi Basu	9830201735	04.07.2001 31.03.2035								
Dr.Suparna Mitra	9433007868	02.04.2002 30.11.2032								
Smt.Roopamala Saha	8961511225	18.02.2009 30.11.2044								
Dr. Sreya Moitra	9830513530	Left WBES								
Smt.Jayati Mitra Accountant	9007917416	19.06.2015 02.11.2020 (left college)								
Smt. Arpita Ghosh Office Staff	8240197883	20.06.2014 30.04.46								
Smt. Debkalpa Basu Das Member of NGO	9163882830	NA								
Mr. Pinaki Matilal Senior Advocate	9748512401	NA								
Sri Prabir Ch.Ghosh Roy JDPI, Higher Education Dept.	8910780178	02.12.1987 31.07.2022								

**INFORMATION REGARDING QUERIES ABOUT THE INTERNAL COMPLAINTS COMMITTEE RECEIVED UNDER RTI**

1. Does the college have an Internal Committee (IC)? Yes
2. Kindly furnish the Name and contact details of the active and functioning Committee members  
\*Answers are in the enclosed table.
3. Does the College IC have 3 elected student members? If yes, kindly share their name and contact details. Not elected.  
\*Details of the student member are in the enclosed table.
4. Kindly provide the details of the appointment and the retirement date for each of the active committee members.  
\*Answers are in the enclosed table.
5. The date of the last election held for the election of 3 student members to the IC. NA
6. Has there ever been a specially abled member of the IC? No
7. Has the IC ever had SC/ST members? No
8. Is the Vice Chancellor/Principal a member of IC? No
9. The no of cases reported to the IC between March 2019-March 2020. NIL
10. The no of cases reported to the IC between March 2020-March 2021. NIL
11. The no of cases reported to the IC between March 2022-March 2023. 01
12. The number of cases resolved within 90 days by the IC between March 2019- March 2020. NA
13. The number of cases resolved within 90 days by the IC between March 2020- March 2021. NA
14. The number of cases resolved within 90 days by the IC between March 2022- March 2023. 01
15. The nature of action taken by the IC in each case between March 2019- March 2020. NA
16. The nature of action taken by the IC in each case between March 2020- March 2021. NA
17. The nature of action taken by the IC in each case between March 2022- March 2023. Conciliation
18. Are there any complaints disposed with conciliation? If yes, how many in each time period? 01
19. What support is offered to the complainant after they report their complaint? NA
20. What support is offered to the respondent after a complaint is registered against them? NA
21. The exact number of locations in college where posters with details of IC have been put up. 08
22. Has the IC been provided with any training material by the UGC? No
23. The number of times the IC has convened meeting including elected student members in each Time Period. 02
24. The number of training programmes conducted for gender sensitization of staff members in each Time Period -  
Between March 2019- March 2020 :-01; between March 2020- March 2021:-NIL; between March 2022- March 2023:- 01

**INFORMATION REGARDING QUERIES ABOUT THE INTERNAL COMPLAINTS COMMITTEE RECEIVED UNDER RTI**

25. The number of times training programmes conducted for gender sensitization of students in each Time Period.  
Between March 2019- March 2020 :-01; between March 2020- March 2021:-NIL; between March 2022- March 2023. 01
26. The number of audits conducted to review the implementation of the PoSH Law in the college in each Time Period. NIL
27. The number of counsellors currently employed by the college. NIL
28. Is there a procedure in place for the working of the IC? If yes, Please narrate the procedure followed when a complaint is reported. Yes; the procedure is followed as per the POSH law.
29. Is there a fixed time period in which a complaint has to be addressed. If not, how does the IC ensure that the entire process of evaluating a complaint is carried out within a reasonable frame of time. Yes
30. Has your institution implemented the recommendations of the IC. If yes, how many times. Yes
31. How many unresolved and pending complaints are to be still addressed by the IC. Nil
32. Do the members of the IC receive adequate training and are qualified to address the sexual harassment complaints that they receive. If yes, what has been the nature of the training, and how often do the members receive such training. Moreover, what is the nature of qualification, please specify. No
33. Has the institution ever been penalised by the UGC for contravention of POSH or the UGC guidelines. No
34. Kindly provide a copy of the latest Annual Report by the IC and of each period.
35. Does your institute have a policy that addresses the code of conduct, procedure etc. for any form of sexual harassment on campus. If yes, please attach the policy with this document. UGC guidelines

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**March 2020 –March 2021**

<b>Committee Members</b>	<b>Contact Details</b>	<b>Date of Appointment Date of Retirement</b>	<b>Student Members</b>	<b>Specially Abled Members</b>	<b>SC/ST Member</b>	<b>No. Of Cases Reported</b>	<b>No. Of Meeting</b>	<b>No. Of Training Programme for Gender Sensitisation of staff/students</b>	<b>No. Of Audits</b>	<b>No. Of Counsellors employed</b>
Smt.Anudradha Sen	9007749699	22.09.1986 31.05.2025	nil	nil	nil	nil	nil	nil	nil	nil
Dr.Aditi Basu	9830201735	04.07.2001 31.03.2035								
Dr.Suparna Mitra	9433007868	02.04.2002 30.11.2032								
Smt.Roopamala Saha	8961511225	18.02.2009 30.11.2044								
Dr. Sreya Maitra	9830513530	Left WBES								
Smt.Jayati Mitra Accountant	9007917416	19.06.2015 left college on 02.11.2020								
Smt. Arpita Ghosh Office Staff	8240197883	20.06.2014 30.04.46								
Smt. Debkalpa Basu Das Member of NGO	9163882830	NA								
Mr. Pinaki Matilal Senior Advocate	9748512401	NA								

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Sri Prabir Ch.Ghosh Roy JDPI, Higher Education Dept.	8910780178	02.12.1987 31.07.2022								
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- 1 .Does the college has an Internal Committee (IC)? Yes
2. Kindly furnish the Name and contact details of the active and functioning Committee members  
\*Answers are in the enclosed table.
3. Does the College IC have 3 elected members? No
4. Kindly provide the details of the appointment and the retirement date for each of the active committee members.  
\*Answers are in the enclosed table
5. The date of last election held for the election of 3 student members to the IC.  
\*Answers are in the enclosed table.
6. Has there ever been a specially able member of the IC? No
7. Has the IC ever had ST/SC members? No
8. Is the V.C/Principal a member of IC? No
9. The no of cases reported to the IC between March 2020-March 2021:- NIL
10. The no of cases reported to the IC between March 2020-March 2021:- NIL
11. The no of cases reported to the IC between March 2022-March 2023:- 01
- 12.The number of cases resolved within 90 days by the IC between March 2019- March 2020. NA
13. The number of cases resolved within 90 days by the IC between March 2020- March 2021. NA
14. The number of cases resolved within 90 days by the IC between March 2022- March 2023. 01
15. The nature of action taken by the IC in each case between March 2019- March 2020. NA
16. The nature of action taken by the IC in each case between March 2020- March 2021. NA
17. The nature of action taken by the IC in each case between March 2022- March 2023. Conciliation
18. Are there any complaints disposed with conciliation? If yes, how many in each time period? 01
19. What support is offered to the complainant after they report their complaint? NA
20. What support is offered to the respondent after a complaint is registered against them? NA
21. The exact number of locations in college where posters with details of IC have been put up: 08
22. Has the IC been provided with any training material by the UGC? No

**INFORMATION REGARDING QUERIES ABOUT THE INTERNAL COMPLAINTS COMMITTEE RECEIVED UNDER RTI**

23. The number of times the IC has convened meeting including elected student members in each Time Period. NIL
24. The number of training programmes conducted for gender sensitization of staff members in each Time Period -  
Between March 2019- March 2020 :-01; between March 2020- March 2021:-NIL; between March 2022- March 2023:- 01
25. The number of times training programmes conducted for gender sensitization of students in each Time Period.  
Between March 2019- March 2020 :-01; between March 2020- March 2021:-NIL; between March 2022- March 2023:- 01
26. The number of audits conducted to review the implementation of the PoSH Law in the college in each Time Period:- NIL
27. The number of counsellors currently employed by the college. NIL
28. Is there a procedure in place for the working of the IC? Yes
29. Is there a fixed time period in which a complaint has to be addressed. If not, how does the IC ensure that the entire process of evaluating a complaint is carried out within a reasonable frame of time. Yes
30. Has your institution implemented the recommendations of the IC. If yes, how many times. Yes
31. How many unresolved and pending complaints are to be still addressed by the IC. Nil
32. Do the members of the IC receive adequate training and are qualified to address the sexual harassment complaints that they receive. If yes, what has been the nature of the training, and how often do the members receive such training. Moreover, what is the nature of qualification, please specify. No
33. Has the institution ever been penalised by the UGC for contravention of POSH or the UGC guidelines. No
34. Kindly provide a copy of the latest Annual Report by the IC and of each period.
35. Does your institute have a policy that addresses the code of conduct, procedure etc. for any form of sexual harassment on campus. If yes, please attach the policy with this document. UGC guidelines

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Dr.Suparna Mitra	9433007868	02.04.2002 30.11.2032							
Smt.Roopamala Saha	8961511225	18.02.2009 30.11.2044							
Dr. Sanjukta manna	8697366218	05.12.2008 02.03.2042							
Sri Sujoy Ghosh Accountant	9830438739	01.10.1994 30.11.2034							
Smt. Arpita Ghosh Office Staff	8240197883	20.06.2014 30.04.46							
Smt. Debkalpa Basu Das Member of NGO	9163882830	NA							
Dr. Sangeeta Roy Mitra	9832015319	NA							

1.Does the college have an Internal Committee (IC)? Yes

2. Kindly furnish the Name and contact details of the active functioning Committee members

\*Answers are in the enclosed table.

3. Does the College IC have 3 elected members? No

4. Kindly provide the details of the appointment and the retirement date for each of the action committee members.

\*Answers are in the enclosed table

5. The date of last election held for the election of 3 student members to the IC.

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29. Is there a fixed time period in which a complaint has to be addressed. If not, how does the ICC ensure that the entire process of evaluating a complaint is carried out within a reasonable frame of time. Yes
30. Has your institution implemented the recommendations of the IC. If yes, how many times. Yes



**INFORMATION REGARDING QUERIES ABOUT THE INTERNAL COMPLAINTS COMMITTEE RECEIVED UNDER RTI**

31. How many unresolved and pending complaints are to be still addressed by the IC. Nil
32. Do the members of the IC receive adequate training and are qualified to address the sexual harassment complaints that they receive. If yes, what has been the nature of the training, and how often do the members receive such training. Moreover, what is the nature of qualification, please specify. No
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