



S.E.M.T'S
MOINUDDIN B. HARRIS COLLEGE OF ARTS,
A.E.KALSEKAR COLLEGE OF COMMERCE & MANAGEMENT.
(Affiliated to the University of Mumbai)
SOPARA GAON, SOPARA (W), Vasai, Dist- Palghar
PIN - 401 203, (MAHARASHTRA)
NAAC Accreditation : 'B⁺'

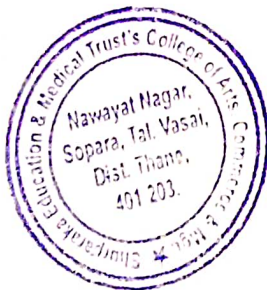
NOTICE

09th February 2018

A meeting of the members of Internal complaint Committee will be held on 10th February 2018 at 10.30 am. in the Principal sir cabin. Committee members are requested to attend the same.

Agenda

1. Greeting and introduction of members
2. To deliberate goals and objectives of committee
3. To discuss the tasks and undertaking of committee



Dr Mohammad Khalil Ahmad
Principal

Principal
Shurparaka Educational & Medical Trust's
M. B. Harris College of Arts &
A. E. Kalsekar College of Commerce & Management
Nallasopara (W); Tal. Vasai, Dist. Palghar - 401 203.



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MINUTES OF THE MEETING OF INTERNAL COMPLAINT COMMITTEE
HELD on 10th February 2018

The meeting of the Internal Complaint Committee of A.E Kalsekar college of Commerce & Management was held on 10th February 2018 at 10.30 am in Principal sir cabin the following persons were present

Dr. Mohammad Khalil Ahmad
Mr. Shaikh Irshad Wajid
Mrs Mona Dedhia
Mrs. Shahida Shaikh
Ms. Sana Patel
Mrs. Namrata Gurjar
Ms. Naseem Shaikh
Ms. Kazi Arshi
Ms. Eram
Mrs. Soufin Moin Chinde

Proceedings of Meeting

- Hon. Principal Dr. Mohammad Khalil Ahmad extended a warm welcome and emphasized the significance of the Internal Complaints Committee.
- Official establishment of the Internal Complaints Committee and Introduction of the members of the newly formed committee
- The Chairperson welcomed the members and introduced the agenda for the meeting
- The committee discussed various activities that can be undertaken to achieve the goals and objectives. After thorough deliberation, it was decided that the committee would conduct awareness sessions on sexual harassment prevention and create a complaint mechanism for employees to report harassment incidents. The members also agreed to hold regular meetings to ensure the smooth functioning of the committee.

Resolutions Passed: Activities of the committee were finalized in the meeting.

1. To display information of new ICC committee members.
2. To display important phone numbers for emergency help.
3. To display rules and regulation
4. To arrange a guest lecture on women empowerment

The meeting ended with a vote of thanks to the Chair



Dr Mohammad Khalil Ahmad
Principal

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Action Taken report of Internal Complaint committee
Meeting held on 10th February 2018

A record of "No Complaints" were received during the year was maintained and verified by the cell.



Dr Mohammad Khalil Ahmad
Principal

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NOTICE

17th January, 2019

A meeting of the members of Internal complaint Committee will be held on 19th January, 2019 at 11.30 am. in the Principal sir cabin. Committee members are requested to attend the same.

Agenda

1. Review of previous meeting.
2. To upload composition of Internal complaint Committee on website.
3. To provide training to member to handle complaints
4. Any other matter with the permission of chair



Dr Mohammad Khalil Ahmad
Principal

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MINUTES OF THE MEETING OF INTERNAL COMPLAINT COMMITTEE
HELD on 19th January, 2019

The meeting of the Internal Complaint Committee of A.E Kalsekar college of Commerce & Management was held on 19th January, 2019 at 11.30 am in Principal sir cabin the following persons were present

Dr. Mohammad Khalil Ahmad
Mr. Shaikh Irshad Wajid
Mrs Mona Dedhia
Mrs. Shahida Shaikh
Ms. Sana Patel
Mrs. Namrata Gurjar
Ms. Naseem Shaikh
Ms. Kazi Arshi
Ms. Eram
Mrs. Soufin Moin Chinde

Proceedings of Meeting

- Hon. Principal Dr. Mohammad Khalil Ahmad extended a warm welcome to ICC members
- The committee members reviewed if any complaints or concerns that had been brought to their attention since the last meeting
- The Chairperson welcomed the members and introduced the agenda for the meeting
- The committee discussed plans for conducting training and awareness sessions for employees to promote awareness of the internal complaint cell and its role

Resolutions Passed: Activities of the committee were finalized in the meeting.

1. The committee agreed to provide training to all employees to raise awareness about the internal complaint cell and the process for filing complaints.
2. The committee agreed to maintain complete confidentiality while handling complaints to protect the privacy of the complainants and avoid any potential retaliation.
3. The committee members discussed any other matters that needed attention or consideration.

The meeting ended with a vote of thanks to the Chair

Dr. Mohammad Khalil Ahmad
Principal



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Action Taken report of Internal Complaint committee
Meeting held on 19th January, 2019

A record of "No Complaints" were received during the year was maintained and verified by the cell.



Dr. Mohammad Khalil Ahmad
Principal

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MINUTES OF THE MEETING OF INTERNAL COMPLAINT COMMITTEE
HELD on 20th February, 2020

The meeting of the Internal Complaint Committee of A.E Kalsekar college of Commerce & Management was held on 20th February, 2020 at 10.30 am in Principal sir cabin the following persons were present

Dr. Mohammad Khalil Ahmad
Mr. Shaikh Irshad Wajid
Mrs Mona Dedhia
Mrs. Shahida Shaikh
Ms. Sana Patel
Mrs. Namrata Gurjar
Ms. Naseem Shaikh
Ms. Kazi Arshi
Ms. Eram
Mrs. Soufin Moin Chinde

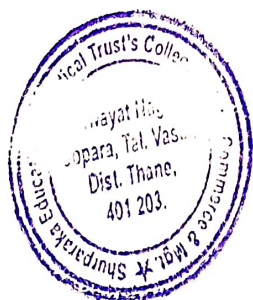
Proceedings of Meeting

- Hon. Principal Dr. Mohammad Khalil Ahmad extended a warm welcome to ICC members
- The committee members reviewed if any complaints or concerns that had been brought to their attention since the last meeting
- The Chairperson welcomed the members and introduced the agenda for the meeting
- The committee discussed plans for conducting training and awareness sessions for employees to promote awareness of the internal complaint cell and its role

Resolutions Passed: Activities of the committee were finalized in the meeting.

1. The committee agreed to provide training to all employees to raise awareness about the internal complaint cell and the process for filing complaints.
2. The committee agreed to maintain complete confidentiality while handling complaints to protect the privacy of the complainants and avoid any potential retaliation.
3. The committee members discussed any other matters that needed attention or consideration.

The meeting ended with a vote of thanks to the Chair



Dr. Mohammad Khalil Ahmad
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Action Taken report of Internal Complaint committee
Meeting held on 20th February, 2020

A record of "No Complaints" were received during the year was maintained and verified by the cell.



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NOTICE

23th February, 2021

A meeting of the members of Internal complaint Committee will be held on 26th February, 2021 at 11.00 am. in the Principal sir cabin. Committee members are requested to attend the same.

Agenda

1. Review of previous meeting.
2. To upload composition of Internal complaint Committee on website.
3. To discuss the activities to be undertaken to sensitize students about Internal Complaint Committee
4. Any other matter with the permission of chair



Dr. Mohammad Khalil Ahmad
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MINUTES OF THE MEETING OF INTERNAL COMPLAINT COMMITTEE
HELD on 26th February, 2021

The meeting of the Internal Complaint Committee of A.E Kalsekar college of Commerce & Management was held on 21st April, 2018 at 10.30 am in Principal sir cabin the following persons were present

Dr. Mohammad Khalil Ahmad
Mr. Shaikh Irshad Wajid
Mrs Mona Dedhia
Mrs. Shahida Shaikh
Ms. Sana Patel
Mrs. Namrata Gurjar
Ms. Naseem Shaikh
Ms. Nabeela Hawaii
Ms. Ritmore Fatima
Mrs. Soufin Moin Chinde

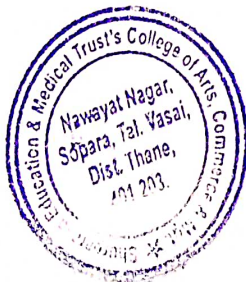
Proceedings of Meeting

- Hon. Principal Dr. Mohammad Khalil Ahmad extended a warm welcome and emphasized the significance of the Internal Complaints Committee.
- Official establishment of the Internal Complaints Committee and Introduction of the members of the newly formed committee
- The Chairperson welcomed the members and introduced the agenda for the meeting
- The committee discussed various activities that can be undertaken to achieve the goals and objectives. After thorough deliberation, it was decided that the committee would conduct awareness sessions on sexual harassment prevention and create a complaint mechanism for employees to report harassment incidents. The members also agreed to hold regular meetings to ensure the smooth functioning of the committee.

Resolutions Passed: Activities of the committee were finalized in the meeting.

1. To display information of new ICC committee members.
2. To display important phone numbers for emergency help.
3. To display rules and regulation
4. To arrange a guest lecture on women empowerment

The meeting ended with a vote of thanks to the Chair



Dr Mohammad Khalil Ahmad
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Action Taken report of Internal Complaint committee
Meeting held on 26th February, 2021

A record of "No Complaints" were received during the year was maintained and verified by the cell.



Dr. Mohammad Khalil Ahmad
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Navayati Nagar, Sopara (W), Tal. Vasai, Dist. Palghar - 401 203.



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NOTICE

3rd March, 2022

A meeting of the members of the Internal Complaint Committee will be held on 5th March, 2022 at 11.30 am. in the Principal sir cabin. Committee members are requested to attend the same.

Agenda:

1. To discuss about the Grievances redressal mechanism.
2. Review of cases for the Term
3. Any other matter with the permission of the Chair



Dr. Mohammad Khalil Ahmad
Principal

Principal

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MINUTES OF THE MEETING OF INTERNAL COMPLAINT COMMITTEE
HELD on 5th March, 2022

The meeting of the Internal Complaint Committee of A.E Kalsekar college of Commerce & Management was held on 21st April, 2018, at 10.30 am in Principal sir cabin the following persons were present

Dr. Mohammad Khalil Ahmad
Mr. Shaikh Irshad Wajid
Mrs Mona Dedhia
Mrs. Shahida Shaikh
Ms. Sana Patel
Mrs. Namrata Gurjar
Ms. Naseem Shaikh
Ms. Kazi Arshi
Ms. Eram
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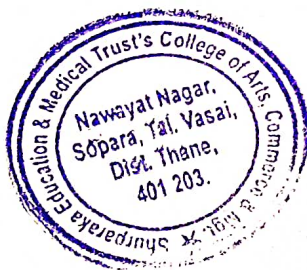
Proceedings of Meeting

- Hon. Principal Dr. Mohammad Khalil Ahmad extended a warm welcome to ICC members
- The committee members reviewed if any complaints or concerns that had been brought to their attention since the last meeting
- The Chairperson welcomed the members and introduced the agenda for the meeting
- The committee discussed plans for conducting training and awareness sessions for employees to promote awareness of the internal complaint cell and its role

Resolutions Passed: Activities of the committee were finalized in the meeting.

1. The committee agreed to provide training to all employees to raise awareness about the internal complaint cell and the process for filing complaints.
2. The committee agreed to maintain complete confidentiality while handling complaints to protect the privacy of the complainants and avoid any potential retaliation.
3. The committee members discussed any other matters that needed attention or consideration.

The meeting ended with a vote of thanks to the Chair



Dr. Mohammad Khalil Ahmad
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Nailasopara (W); Tal. Vasai, Dist. Palghar - 401 203



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Action Taken report of Internal Complaint committee
Meeting held on 5th March, 2022

A record of "No Complaints" were received during the year was maintained and verified by the cell.



Dr. Mohammad Khalid Ahmad
Principal

Principal
Shurparaka Educational & Medical Trust's
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