



LITTLE FLOWER DEGREE COLLEGE

(Affiliated to Osmania University)

(A Catholic Minority Institution Run By Brothers of St. Gabriel Educational Society)

2-18-25, Opp. Survey of India,
Uppal, R.R. Dist (Medchal Malkajgiri Dist. (New))
Hyderabad - 500 039

Mobile : 7673960152
E-mail : littleflowercollege@gmail.com
Website : www.lfdc.edu.in

SC/ST Protection and Support Committee

The following are the members of the SC/ST Protection and Support Committee for the academic year 2022-23

S. No	Name	Designation and Department
1	Rev.Bro.G.Vincent Reddy	Chairperson, Principal
2	Ms.P.Jayanthi Reddy	Vice Principal
3	Dr.K. Gomathi	Coordinator, Asst.Prof, Dept.of Zoology
4	Mr. M. Prashanth	Asst Prof, Dept. of Mathematics
5	Ms. T. Swapna	Asst Prof, Dept. of Mathematics
6	Ms. Naga Rani	Office Assistant
7	K. Sai Nikitha	Student Member
8	T. Sai Manoj	Student Member

Internal Complaints Committee

The following are the members of the Internal Complaints Committee for the academic year 2022-23

S No	Name	Designation and Department
1	Mrs P Jayanthi Reddy	Presiding Officer, Vice Principal
2	Ms A. Harini	Coordinator, French
3	Ms Thane	Member, Political Science
4	Ms Dhvani	Member, Statistics
5	Ms Usha Rani	Member, Microbiology
6	Dr Gomathi	Member, Zoology
7	Ms Shajahan	Member, Physics
8	Ms Prathiva	Member, Physical Director
9	Ms Shruthi	Member, Botany
10	Ms Sunethri	Member, Management

Jayanthi
PRINCIPAL
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Anti Ragging Committee

The following are the members of the Anti-Ragging Committee for the academic year 2022-23

S. No	Name	Designation and Department
1	Rev. Bro. Vincent Reddy	Principal
2	Ms. Jayanthi Reddy	Vice Principal
3	Dr.Gomathi.K	Coordinator, Asst Prof, Zoology
4	Ms. Swapna	Asst Prof, Mathematics
5	Ms. Bhavani	Asst Prof, Computer Science
6	Ms. Sandhya	Asst Prof, Management
7	Ms. Suvarna	Asst Prof, English
8	Ms. Prathiva	Physical Director
9	Ms. Shradha	Student, President of College

SC/ST Protection and Support Committee


The following are the members of the SC/ST Protection and Support Committee for the academic year 2021-22

S. No	Name	Designation and Department
1	Rev.Bro.G.Vincent Reddy	Chairperson, Principal
2	Ms.P.Jayanthi Reddy	Vice Principal
3	Dr.K.Gomathi	Coordinator, Asst.Prof, Dept.of Zoology
4	Mr. M. Prashanth	Asst Prof, Dept. of Mathematics
5	Ms. T. Swapna	Asst Prof, Dept. of Mathematics
6	Mr. B. Raju	Office Assistant
7	T. Vandana	Student Member
8	CH. Chandrakanth	Student Member

Internal Complaints Committee

The following are the members of the Internal Complaints Committee for the academic year 2021-22

S No	Name	Designation and Department
1	Mrs P Jayanthi Reddy	Presiding Officer, Vice Principal
2	Ms A. Harini	Coordinator, French
3	Ms Thane	Member, Political Science


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4	Ms Rashmi	Member, Chemistry
5	Ms Dhvani	Member, Statistics
6	Ms Usha Rani	Member, Microbiology
7	Dr Gomathi	Member, Zoology
8	Ms Prathiva	Member, Physical Director
9	Ms Sreelekha	Member, Physics
10	Ms Shruthi	Member, Botany
11	Mr Raman	Member, Computer Science
12	Mr Prashanth	Member, Maths

Anti Ragging Committee

The following are the members of the Anti-Ragging Committee for the academic year 2021-22

S. No	Name	Designation and Department
1	Rev. Bro. Vincent Reddy	Principal
2	Ms. Jayanthi Reddy	Vice Principal
3	Dr.Gomathi.K	Coordinator, Asst Prof, Zoology
4	Ms. Swapna	Asst Prof, Mathematics
5	Mr. Raman	Asst Prof, Computer Science
6	Ms. Sandhya	Asst Prof, Management
7	Ms. Suvarna	Asst Prof, English
8	Ms. Prathiva	Physical Director
9	Mr. Ismail	Student, President of College

SC/ST Protection and Support Committee

The following are the members of the SC/ST Protection and Support Committee for the academic year 2020-21

S. No	Name	Designation and Department
1	Rev.Bro.G.Vincent Reddy	Chairperson, Principal
2	Ms.P.Jayanthi Reddy	Vice Principal
3	Dr.K.Gomathi	Coordinator, Asst.Prof, Dept. of Zoology


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4	Mr. M. Prashanth	Asst Prof, Dept. of Mathematics
5	Ms. T. Swapna	Asst Prof, Dept. of Mathematics
6	Mr. B. Raju	Office Assistant
7	N. Sai sridhar	Student Member
8	E. Sony Stella	Student Member

Internal Complaints Committee

The following are the members of the Internal Complaints Committee for the academic year 2020-21

S No	Name	Designation and Department
1	Mrs P Jayanthi Reddy	Presiding Officer, Vice Principal
2	Ms Thane	Coordinator, Political Science
3	Ms Vasavi	Member, Psychology
4	Ms Sreedevi	Member, Management
5	Ms Swapna	Member, Maths
6	Ms Dhvani	Member, Statistics
7	Ms Usha Rani	Member, Microbiology
8	Ms Prathiva	Member, Physical Director
9	Mr Raman	Member, Computer Science
10	Mr Prashanth	Member, Maths
11	Ms Sreelekha	Member, Physics

Anti Ragging Committee

The following are the members of the Anti-Ragging Committee for the academic year 2020-21

S. No	Name	Designation and Department
1	Rev. Bro. Vincent Reddy	Principal and Chairperson
2	Ms. Jayanthi Reddy	Vice Principal
3	Ms. Pannaga	Coordinator, Asst Prof, Commerce
4	Mr. Vijay Reddy	Asst Prof, Computer Science
5	Mr. Raman	Asst Prof, Computer Science

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6	Ms. Swapna	Asst Prof, Mathematics
7	Ms. Sandhya	Asst Prof, Management
8	Ms. Suvarna	Asst Prof, English
9	Ms. Prathiva	Physical Director
10	Ms. Sowjanya	Student, President of College

SC/ST Protection and Support Committee


The following are the members of the SC/ST Protection and Support Committee for the academic year 2019-20

S. No	Name	Designation and Department
1	Rev.Bro.G.Vincent Reddy	Chairperson, Principal
2	Ms.P.Jayanthi Reddy	Vice Principal
3	Dr.K.Gomathi	Coordinator, Asst.Prof, Dept.of Zoology
4	Mr. M. Prashanth	Asst Prof, Dept. of Mathematics
5	Ms. T. Swapna	Asst Prof, Dept. of Mathematics
6	Mr. B.Raju	Office Assistant
7	M. Gnana Jyothi	Student Member
8	D, Vennella Naik	Student Member

Internal Complaints Committee

The following are the members of the Internal Complaints Committee for the academic year 2019-20

S No	Name	Designation and Department
1	Mrs P Jayanthi Reddy	Presiding Officer, Vice Principal
2	Ms Thane	Coordinator, Political Science
3	Ms. Sreedevi	Member, Management
4	Ms Swapna	Member, Maths
5	Ms Dhwani	Member, Statistics
6	Ms Usha Rani	Member, Microbiology
7	Ms Prathiva	Member, Physical Director
8	Mr Raman	Member, Computer Science
9	Mr Prashanth	Member, Maths


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10	Ms Sreelekha	Member, Physics
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Anti Ragging Committee

The following are the members of the Anti-Ragging Committee for the academic year 2019-20

S. No	Name	Designation and Department
1	Rev. Bro. Vincent Reddy	Principal and Chairperson
2	Ms. Jayanthi Reddy	Vice Principal
3	Ms. Pannaga	Coordinator, Asst Prof, Commerce
4	Mr. Vijay Reddy	Asst Prof, Computer Science
5	Mr. Raman	Asst Prof, Computer Science
6	Ms. Swapna	Asst Prof, Mathematics
7	Ms. Sandhya	Asst Prof, Management
8	Ms. Suvarna	Asst Prof, English
9	Ms. Prathiva	Physical Director
10	Mr. Mayank	Student, President of College

SC/ST Protection and Support Committee

The following are the members of the SC/ST Protection and Support Committee for the academic year 2018-19

S. No	Name	Designation and Department
1	Rev. Bro. G. Vincent Reddy	Principal, Chairperson
2	Ms. P. Jayanthi Reddy	Vice Principal
3	Dr. K. Gomathi	Coordinator Asst Prof, Dept. of Zoology
4	Mr. M. Prashanth	Asst Prof, Dept. of Mathematics
5	Ms. T. Swapna	Asst Prof, Dept. of Mathematics
6	Mr. B. Raju	Office Assistant
7	S. J. Shiva	Student Member
8	E. Hepsiba	Student Member

Internal Complaints Committee

The following are the members of the Internal Complaints Committee for the academic year 2018-19

S No	Name	Designation and Department
1	Mrs P Jayanthi Reddy	Presiding Officer, Vice Principal

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2	Ms Thane	Coordinator, Political Science
3	Ms Shahsirekha	Member, Psychology
4	Ms Pranitha	Member, Commerce
5	Ms Swapna	Member, Maths
6	Ms Dhvani	Member, Statistics
7	Ms Usha Rani	Member, Microbiology
8	Ms Prathiva	Member, Physical Director
9	Mr Raman	Member, Computer science
10	Mr Prashanth	Member, Maths
11	Mr Naresh Kumar	Member, Physics

Anti Ragging Committee

The following are the members of the Anti-Ragging Committee for the academic year 2018-19

S. No	Name	Designation and Department
1	Rev. Bro. Vincent Reddy	Principal
2	Ms. Jayanthi Reddy	Vice Principal
3	Ms. Pannaga	Coordinator, Asst Prof, Commerce
4	Mr. Prashanth	Asst Prof, Mathematics
5	Mr. Vijay	Asst Prof, Computer Science
6	Mr. Raman	Asst Prof, Computer Science
7	Ms. Swapna	Asst Prof, Mathematics
8	Ms. Sandhya	Asst Prof, Management
9	Ms. Suvarna	Asst Prof, English
10	Ms. Prathiva	Physical Director
11	Ms. Sharon	Student President of College

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SC/ST Protection and Support Committee

A. Y 2022-23

Minutes of the Meeting-I

Date: 23/09/2022

Time: 1.40 pm

Venue: Room. No.DO3

Agenda:

- Review of Received Grievances
- Other related matters

Minutes:

- ❖ Principal Rev. Bro. Vincent Reddy welcomed the members. He appreciated the measures taken by the committee for awareness of SC/ST Protection.
- ❖ Ms. T. Swapna reviewed the minutes of the previous meeting.
- ❖ Dr. K. Gomathi appraised the Chairperson that there had not been any complaints about SC/ST students during the last academic year.

Members Present

S. No	Name	Signature
1	Rev.Bro.G.Vincent Reddy	
2	Ms.P.Jayanthi Reddy	
3	Dr.K. Gomathi	
4	Mr. M. Prashanth	
5	Ms. T. Swapna	
6	Ms. Naga Rani	
7	K. Sai Nikitha	
8	T. Sai Manoj	

Principal

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Minutes of the Meeting-II

Date: 02/05/2023

Time: 2.00 pm

Venue: Principal Office

Agenda:

- Review of Received Grievances
- Other related matters

Minutes:

- ❖ Dr. Gomathi Coordinator reviewed the previous minutes of the meeting.
- ❖ The committee has decided to conduct awareness programmes for the academic year 2023-2024 for which two events were decided to conduct.
- ❖ Mr. Prashanth suggested conducting an Essay competition on Savitri Bhai Phule and a Written Quiz on the Constitution of India.

Members Present

S. No	Name	Signature
1	Rev.Bro.G.Vincent Reddy	
2	Ms.P.Jayanthi Reddy	
3	Dr.K. Gomathi	
4	Mr. M. Prashanth	
5	Ms. T. Swapna	
6	Ms. Naga Rani	
7	K. Sai Nikitha	
8	T. Sai Manoj	

Principal


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Date: 18-07-2022

Anti-Ragging Committee 2022-23

Objective:

The objective of the Anti-Ragging Committee is to prevent any form of ragging within the college premises or outside of it, in compliance with the provisions set forth by the UGC and guidelines issued by Osmania University, along with any other relevant regulations, statutes, or guidelines issued by statutory authorities.

Composition of the Committee:

The Anti-Ragging Committee shall be composed of the following members:

S. No	Name	Designation and Department
1	Rev. Bro. Vincent Reddy	Principal
2	Ms. Jayanthi Reddy	Vice Principal
3	Dr.Gomathi.K	Coordinator, Asst Prof, Zoology
4	Ms. Swapna	Asst Prof, Mathematics
5	Ms. Bhavani	Asst Prof, Computer Science
6	Ms. Sandhya	Asst Prof, Management
7	Ms. Suvarna	Asst Prof, English
8	Ms. Prathiba	P.D
9	Ms. Shradha	Student, President of College

Roles and Responsibilities:

The Anti-Ragging Committee shall have the following roles and responsibilities:

- To ensure strict adherence to regulations aimed at curbing the menace of ragging in higher educational institutions, as outlined by the UGC and guidelines issued by Osmania University (OU), along with any subsequent revisions.
- To monitor the implementation of the anti-ragging policy of the college and to take necessary measures for its effective implementation.
- To conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
- To maintain records of all complaints received and actions taken on them.
- To take immediate and appropriate action against those found guilty of ragging, as per the provisions of the anti-ragging policy.
- To create awareness among the students about the ill effects of ragging and to promote a culture of mutual respect and understanding.
- To liaise with the local police administration, NGOs, and the media to create a conducive environment for the prevention of ragging.

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Tenure of the Committee:

The Anti-Ragging Committee shall be constituted for a period of one academic year and shall be reconstituted every year. The Chairperson of the Committee may nominate a member to take charge in the event of any member resigning or being unable to discharge his/her duties.

Meetings and Quorum:

The Anti-Ragging Committee shall meet at least once a month or as and when necessary. The quorum for the meeting shall be one-third of the total number of members. The decisions of the Committee shall be taken by a majority of the members present and voting, and in the event of a tie, the Chairperson shall have the casting vote.

Powers:

The Anti-Ragging Committee shall have the power to:

- i) Summon any person related to the college who, in its opinion, is necessary for the inquiry into the complaint of ragging.
- ii) Gather evidence and review any documents related to the ragging complaint.
- iii) Recommend to the Principal or any other authority of the college the action to be taken against the guilty persons.
- iv) If needed, notify the police about the issue and offer all required support during the investigation..
- v) Take any other action deemed necessary to prevent and combat ragging.

Conclusion:

The Anti-Ragging Committee shall strive to create a safe and conducive environment for the students to pursue their education without any fear of ragging. It shall work towards building a culture of mutual respect and understanding among the students and promote healthy relationships. The Committee shall encourage the students to report any instance of ragging or any other form of misconduct, without any fear of retribution. The success of the Anti-Ragging Committee shall be measured by the absence of any reported cases of ragging in the college. The Committee shall be accountable to the Principal and the Governing Body of the college. Any deviations from the provisions of this constitution shall be reported to the appropriate authorities for necessary action.

The members of the Committee shall ensure that the provisions of this constitution are strictly adhered to and take appropriate measures to prevent ragging in the college.

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Minutes of Meeting of Anti-Ragging Committee I

Date: 18.07.2022, 2.40pm

Venue: Principal's room

Members Present:


S. No	Name	Signature
1	Rev. Bro. Vincent Reddy	
2	Ms. Jayanthi Reddy	
3	Dr.Gomathi.K	
4	Ms. Bhavani	
5	Ms. Swapna	
6	Ms. Sandhya	
7	Ms. Suvana	
8	Ms. Prathiba	
9	Ms. Shradha	

Agenda: The Anti-ragging committee had a meeting which was presided over by the Chairperson and Principal of the college. The following issues were proposed

1. Reconstitution of the committee.
2. To discuss the steps taken to prevent ragging in the college..
3. To review the anti-ragging policy of the college for this academic year.
4. To discuss the action taken on the complaints received, if any.
5. Any additional issue with the consent of the Chairperson..

Proceedings:

1. The Chairperson of the Anti-Ragging Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has taken various measures to prevent ragging, such as conducting orientation sessions for the new students, sensitizing the senior students about the ill effects of ragging, displaying posters and banners against ragging, and creating Anti-Ragging Helpline.
3. The Committee reviewed the anti-ragging policy of the college in the context of strict compliance with the Osmania University including the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, as amended by the University Grants Commission (Prevention and Prohibition of Ragging) Regulations, 2012 and subsequent amendments thereof.
4. The Chairperson informed the Committee that there were no complaints of ragging received during the current academic year.


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5. The Committee discussed the importance of creating awareness among the students about the ill effects of ragging and promoting a culture of mutual respect and understanding. It was decided to organize more awareness programs and workshops for the students and to involve the parents and teachers in the process.
6. The Committee also discussed the importance of maintaining records of all complaints received and actions taken on them. It was decided to maintain a separate register for this purpose and to update it regularly.
7. The Committee also decided to conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Principal
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Anti-ragging committee

Minutes of Meeting of Anti-Ragging Committee II

Date: 15.05.2023, 2.30pm

Venue: Room No D03

Members Present:

S. No	Name	Signature
1	Rev. Bro. Vincent Reddy	
2	Ms. Jayanthi Reddy	
3	Dr.Gomathi.K	
4	Ms. Bhavani	
5	Ms. Swapna	
6	Ms. Sandhya	
7	Ms. Suvarna	
8	Ms. Prathiba	
9	Ms. Shradha	

Agenda:

- Review of Received Grievances
- The measures taken to create awareness to demote ragging in campus
- Other related matters

Minutes:

- ❖ The chair person and Principal of the college appreciated the committee members for their diligent work and their conscientious contribution in maintaining discipline in the college. Principal was informed about the awareness activities undertaken to curb the menace of ragging.
- ❖ Dr. Gomathi. K, coordinator reviewed the previous minutes of the meeting.
- ❖ The Committee deliberated on the importance of raising awareness among students regarding the ragging prevention programme and how various measures were taken by prohibiting and preventing its occurrence in the premises.
- ❖ All the senior students had taken oath and signed an anti-ragging affidavit that they will not indulge in any form of ragging in the college premises.
- ❖ The Coordinator appraised the committee that there was no untoward incidence of ragging in the college campus.

Principal

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Internal Complaints Committee

A. Y 2022-23

Date: 02.08.2022

Time: 2.00pm

Venue: Conference Hall

Minutes of Meeting I

Agenda

- Reconstitution of the committee
- Review of Grievances Received
- Any other related matters

Minutes:

- ❖ Mrs. Jayanthi Reddy, presiding officer welcomed all the members to the meeting.
- ❖ Ms. Jayanthi informed the members that a few new members are added to the committee as a few previous members have resigned.
- ❖ The coordinator MS. Harini appraised the presiding officer that no complaints have been received during the last year.

Members present:

S No	Name	Designation and Department
1	Mrs P Jayanthi Reddy	Vice Principal
2	Ms A. Harini	Coordinator
3	Ms Thane	Member
4	Ms Dhvani	Member
5	Ms Usha Rani	Member
6	Dr Gomathi	Member
7	Ms Shajahan	Member
8	Ms Prathiva	Member
9	Ms Shruthi	Member
10	Ms Sunethri	Member

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Minutes of Meeting II

Date: 02.05.2023

Time: 10.20am Venue: Conference Hall

Agenda

- Review of Grievances Received
- Any other related matters

Minutes:

- ❖ Ms. Thane reviewed the minutes of the previous meeting.
- ❖ Ms Harini submitted a report stating that there were no cases relating to sexual harassment in the college during the last academic year.

Members present:

S No	Name	Designation and Department
1	Mrs P Jayanthi Reddy	Vice Principal
2	Ms A. Harini	Coordinator
3	Ms Thane	Member
4	Ms Dhvani	Member
5	Ms Usha Rani	Member
6	Dr Gomathi	Member
7	Ms Shajahan	Member
8	Ms Prathiva	Member
9	Ms Shruthi	Member
10	Ms Sunethri	Member

Jayanthi
PRINCIPAL
Little Flower Degree College
Uppal, Medchal Dist-500039.
College Code : 2010



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(A Catholic Minority Institution Run By Brothers of St. Gabriel Educational Society)

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E-mail : littleflowercollege@gmail.com
Website : www.lfdc.edu.in

SC/ST Protection and Support Committee

A. Y 2021-22

Minutes of the Meeting-I

Date: 02/07/2021

Time: 3.00 pm

Venue: Principal Office

Agenda:

- Reconstitution of the committee
- Review of Received Grievances
- Other related matters

The SC/ST Protection and Support Committee was reconstituted with the following members

S. No	Name	Designation and Department
1	Rev.Bro.G.Vincent Reddy	Chairperson, Principal
2	Ms.P.Jayanthi Reddy	Vice Principal
3	Dr.K.Gomathi	Coordinator, Asst.Prof, Dept.of Zoology
4	Mr. M. Prashanth	Asst Prof, Dept. of Mathematics
5	Ms. T. Swapna	Asst Prof, Dept. of Mathematics
6	Mr. B. Raju	Office Assistant
7	T. Vandana	Student Member
8	CH. Chandrakanth	Student Member

Preamble:

At Little Flower Degree College (LFDC), the SC/ST Protection and Support Committee has been established to handle grievances concerning Scheduled Castes and Scheduled Tribes students. This committee is dedicated to safeguarding the rights and interests of SC/ST students, ensuring that any grievances they encounter are swiftly and efficiently addressed. The students can address their grievances through the grievance form available on the college website for any kind of harassment they face inside or outside the college.

Objectives:

The aims of the SC/ST committee encompass:

1. Offering a forum for SC/ST students to express concerns regarding academic and non-academic issues.
2. Swiftly addressing complaints of discrimination, harassment, and other grievances encountered by SC/ST students.
3. Safeguarding the rights and interests of SC/ST students.
4. Ensuring equitable access to education and college resources for SC/ST students.

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Composition of the Committee:

The SC/ST committee will include the following members:

- A designated officer who will act as the Chairperson of the committee.
- One SC/ST faculty member nominated by the principal.
- One SC/ST non-teaching staff member nominated by the Principal.
- Two SC/ST students from each course/department, elected by the SC/ST students of that course/department.

Functions and Responsibilities of the Committee:

The functions and responsibilities of the SC/ST Committee encompass:

1. Receiving and handling grievances concerning SC/ST students.
2. Ensuring swift and efficient resolution of grievances.
3. Conducting necessary inquiries, investigations, and hearings to address grievances.
4. Proposing appropriate steps to the Principal for addressing grievances.
5. Overseeing the execution of Committee recommendations.
6. Submitting regular reports to the Principal regarding Committee operations.

Term of Tenure:

The members of the SC/ST Committee will serve for three academic years, with the possibility of reappointment for subsequent terms.

Convening:

The SC/ST Committee will convene twice during the academic year, with additional meetings scheduled as needed for urgent grievances.

Quorum Requirement:


A minimum of three members, including the Chairperson or their delegate, constitutes a quorum for SC/ST Committee meetings.

Confidentiality Protocol:

The SC/ST Committee will uphold strict confidentiality regarding all grievances received and investigations conducted.

Constitutional Review:

The constitution of the SC/ST Committee will undergo an annual review to ensure its continued relevance and efficacy.


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Constitutional Amendment:

Proposed amendments to the constitution require a two-thirds majority vote by SC/ST Grievance Committee members. The approved changes will be submitted to the principal for final approval.

Minutes:

- ❖ Ms. T. Swapna reviewed the minutes of the previous meeting.
- ❖ Dr. K. Gomathi appraised the Chairperson that there had not been any complaints about SC/ST students during the year. The Committee was pleased to inform that, in the three years since its formation, there have been no reports of harassment or discrimination.

Members Present

S. No	Name	Signature
1	Rev.Bro.G.Vincent Reddy	
2	Ms.P.Jayanthi Reddy	
3	Dr.K.Gomathi	
4	Mr. M. Prashanth	
5	Ms. T. Swapna	
6	Mr. B. Raju	
7	T. Vandana	
8	CH. Chandrakanth	

Principal

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Minutes of the Meeting-II

Date: 30/04/2022

Time: 3.00 pm

Venue: Principal Office

Agenda:

- Reconstitution of the committee
- Review of Received Grievances
- Other related matters

Minutes:

- ❖ The Chairperson reconstituted the committee by replacing Ms. Naga Rani Office Assistant in place of Mr. Raju as he has resigned from his post with effect from November, 2021
- ❖ Ms. T. Swapna reviewed the minutes of the previous meeting.
- ❖ Mr. Prashanth appraised the Chairperson that there had not been any complaint of harassment about SC/ST students during the year.
- ❖ After reviewing the success of the Committee all the members have discussed awareness programmes that can be done in the campus premises. Committee members made sure that all the lecturers and students are informed about the rights SC/ST students.

Members Present

S. No	Name	Signature
1	Rev. Bro. G. Vincent Reddy	
2	Ms. P. Jayanthi Reddy	
3	Dr. K. Gomathi	
4	Mr. M. Prashanth	
5	Ms. T. Swapna	
6	Ms. Naga Rani	
7	T. Vandana	
8	CH. Chandrakanth	

Principal

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Date: 21-08-2021

Anti-Ragging Committee

Objective:

The objective of the Anti-Ragging Committee is to prevent any form of ragging within the college premises or outside of it, in compliance with the provisions set forth by the UGC and guidelines issued by Osmania University, along with any other relevant regulations, statutes, or guidelines issued by statutory authorities.

Composition of the Committee:

The Anti-Ragging Committee shall be composed of the following members:

S. No	Name	Designation and Department
1	Rev. Bro. Vincent Reddy	Principal
2	Ms. Jayanthi Reddy	Vice Principal
3	Dr. Gomathi.K	Coordinator, Asst Prof, Zoology
4	Ms. Swapna	Asst Prof, Mathematics
5	Mr. Raman	Asst Prof, Computer Science
6	Ms. Sandhya	Asst Prof, Management
7	Ms. Suvarna	Asst Prof, English
8	Ms. Prathiba	P.D
9	Mr. Ismail	Student, President of College

Roles and Responsibilities:

The Anti-Ragging Committee shall have the following roles and responsibilities:

- To ensure strict adherence to regulations aimed at curbing the menace of ragging in higher educational institutions, as outlined by the UGC and guidelines issued by Osmania University (OU), along with any subsequent revisions.
- To monitor the implementation of the anti-ragging policy of the college and to take necessary measures for its effective implementation.
- To conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
- To maintain records of all complaints received and actions taken on them.
- To take immediate and appropriate action against those found guilty of ragging, as per the provisions of the anti-ragging policy.
- To create awareness among the students about the ill effects of ragging and to promote a culture of mutual respect and understanding.
- To liaise with the local police administration, NGOs, and the media to create a conducive environment for the prevention of ragging.

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Tenure of the Committee:

The Anti-Ragging Committee shall be constituted for a period of one academic year and shall be reconstituted every year. The Chairperson of the Committee may nominate a member to take charge in the event of any member resigning or being unable to discharge his/her duties.

Meetings and Quorum:

The Anti-Ragging Committee shall meet at least once a month or as and when necessary. The quorum for the meeting shall be one-third of the total number of members. The decisions of the Committee shall be taken by a majority of the members present and voting, and in the event of a tie, the Chairperson shall have the casting vote.

Powers:

The Anti-Ragging Committee shall have the power to:

- i) Summon any person related to the college who, in its opinion, is necessary for the inquiry into the complaint of ragging.
- ii) Collect evidence and examine any document related to the complaint of ragging.
- iii) Recommend to the Principal or any other authority of the college the action to be taken against the guilty persons.
- iv) If needed, notify the police about the issue and offer all required support during the investigation.
- v) Take any other action deemed necessary to prevent and combat ragging.

Conclusion:

The Anti-Ragging Committee shall strive to create a safe and conducive environment for the students to pursue their education without any fear of ragging. It shall work towards building a culture of mutual respect and understanding among the students and promote healthy relationships. The Committee shall encourage the students to report any instance of ragging or any other form of misconduct, without any fear of retribution. The success of the Anti-Ragging Committee shall be measured by the absence of any reported cases of ragging in the college. The Committee shall be accountable to the Principal and the Governing Body of the college. Any deviations from the provisions of this constitution shall be reported to the appropriate authorities for necessary action.

The members of the Committee shall ensure that the provisions of this constitution are strictly adhered to and take appropriate measures to prevent ragging in the college.

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Minutes of Meeting of Anti-Ragging Committee I

Date: 21.08.2021, 2.30pm

Venue: Principal's room

Members Present:

S. No	Name	Signature
1	Rev. Bro. Vincent Reddy	
2	Ms. Jayanthi Reddy	
3	Dr. Gomathi.K	
4	Mr. Raman	
5	Ms. Swapna	
6	Ms. Sandhya	
7	Ms. Suvarna	
8	Ms. Prathiba	
9	Mr. Ismail	

Agenda: The Anti-ragging committee had a meeting which was presided over by the Chairperson and Principal of the college. The following issues were proposed

1. To discuss the steps taken to prevent ragging in the college.
2. To review the anti-ragging policy of the college for this academic year.
3. To discuss the action taken on the complaints received, if any.
4. Any additional issue with the consent of the Chairperson.

Proceedings:

1. The Chairperson of the Anti-Ragging Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has taken various measures to prevent ragging, such as conducting orientation sessions for the new students, sensitizing the senior students about the ill effects of ragging, displaying posters and banners against ragging, and creating Anti-Ragging Helpline.
3. The Committee reviewed the anti-ragging policy of the college in the context of strict compliance with the Osmania University including the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, as amended by the University Grants Commission (Prevention and Prohibition of Ragging) Regulations, 2012 and subsequent amendments thereof.
4. The Chairperson informed the Committee that there were no complaints of ragging received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students about the ill effects of ragging and promoting a culture of mutual respect and understanding. It was decided to organize more awareness programs and workshops for the students and to involve the parents and teachers in the process.

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6. The Committee also discussed the importance of maintaining records of all complaints received and actions taken on them. It was decided to maintain a separate register for this purpose and to update it regularly.
7. The Committee also decided to conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Principal

Jayanthi
PRINCIPAL

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Anti-ragging committee

Minutes of Meeting of Anti-Ragging Committee II

Date: 29.06.2022, 3.00pm

Venue: Room No D03

Members Present:

S. No	Name	Signature
1	Rev. Bro. Vincent Reddy	
2	Ms. Jayanthi Reddy	
3	Dr. Gomathi.K	
4	Mr. Raman	
5	Ms. Swapna	
6	Ms. Sandhya	
7	Ms. Suvarna	
8	Ms. Prathiba	
9	Mr. Ismail	

Agenda:

- Review of Received Grievances
- The measures taken to create awareness to demote ragging in campus
- Other related matters

Minutes:

- ❖ The chair person and Principal of the college appreciated the committee members for their diligent work and their conscientious contribution in maintaining discipline in the college. Principal was informed about the awareness activities undertaken to curb the menace of ragging.
- ❖ Ms. Swapna reviewed the previous minutes of the meeting.
- ❖ The Committee deliberated on the importance of raising awareness among students regarding the ragging prevention programme and how various measures were taken by prohibiting and preventing its occurrence in the premises.
- ❖ All the senior students had taken oath and signed an anti-ragging affidavit that they will not indulge in any form of ragging in the college premises.
- ❖ The Coordinator appraised the committee that there was no untoward incidence of ragging in the college campus.

Principal
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Internal Complaints Committee

Minutes of Meeting I

Date: 12 .07.2021

Time: 2.00pm

Venue: Conference Hall

Agenda

- Reconstitution of the Committee
- Review of Grievances Received
- Any other related matters

Minutes:

- ❖ Ms. Jayanthi Reddy, Vice Principal and presiding officer, welcomed all the members and appreciated the efforts of the members in creating a safe place for women in the college.
- ❖ The Presiding officer reconstituted the committee and Ms. Harini was appointed as the coordinator for the next three academic years.
- ❖ Ms. Thane reviewed the minutes of the previous meeting.
- ❖ The Coordinator Ms. Harini informed that there were no cases relating to sexual harassment in the college during the last academic year.

The following are the members identified as the Internal Complaints Committee

S No	Name	Designation and Department
1	Mrs P Jayanthi Reddy	Presiding Officer, Vice Principal
2	Ms A. Harini	Coordinator
3	Ms Thane	Member
4	Ms Rashmi	Member
5	Ms Dhvani	Member
6	Ms Usha Rani	Member
7	Dr Gomathi	Member
8	Ms Prathiva	Member
9	Ms Sreelekha	Member
10	Ms Shruthi	Member
11	Mr Raman	Member

Jayanthi .P
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12	Mr Pashanth	Member
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Members present

S No	Name	Signature
1	Mrs P Jayanthi Reddy	
2	Ms A. Harini	
3	Ms Thane	
4	Ms Rashmi	
5	Ms Dhvani	
6	Ms Usha Rani	
7	Dr Gomathi	
8	Ms Prathiva	
9	Ms Sreelekha	
10	Ms Shruthi	
11	Mr Raman	
12	Mr Pashanth	

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Minutes of Meeting II

Date: 30.04.2022

Time: 2.30pm

Venue: Conference Hall

Agenda

- Review of Grievances Received
- Any other related matters

Minutes:

- ❖ Ms. Rashmi reviewed the minutes of the previous meetings.
- ❖ Ms. Harini informed the presiding officer MS. Jayanthi Reddy that no cases of sexual harassment were reported in the college.
- ❖ The committee suggested to create awareness among the students.

Members present

S No	Name	Signature
1	Mrs P Jayanthi Reddy	
2	Ms A. Harini	
3	Ms Thane	
4	Ms Rashmi	
5	Ms Dhvani	
6	Ms Usha Rani	
7	Dr Gomathi	
8	Ms Prathiva	
9	Ms Sreelekha	
10	Ms Shruthi	
11	Mr Raman	
12	Mr Pashanth	

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SC/ST Protection and Support Committee

Minutes of the Meeting-I

Date: 04-09-2020

Time: 2.00 pm

Venue: Online

Agenda:

- Review of Received Grievances
- Other related matters

Members Present:

S. No	Name
1	Rev.Bro.G.Vincent Reddy
2	Ms.P.Jayanthi Reddy
3	Dr.K.Gomathi
4	Mr. M. Prashanth
5	Ms. T. Swapna
6	Mr. B. Raju
7	N. Sai sridhar
8	E. Sony Stella

Agenda:

- Review of Received Grievances
- Other discussions

Minutes:

- ❖ Ms. P. Jayanthi Reddy Vice Principal, welcomed the members of the committee and reviewed the minutes of the previous meeting.
- ❖ The chairperson expressed happiness that there are no complaints involving SC/ST students in the last two years of SC/ST Protection and Support Committee formation. All the Committee members including Faculty and Students were congratulated for the success of the Committee.

Principal

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Minutes of the Meeting-II

Date: 07-06-2021

Time: 2.00 pm

Venue: Principal Office

Agenda:

- Review of Received Grievances
- Other related matters

Minutes:

- ❖ Ms. T. Swapna reviewed the minutes of the previous meeting.
- ❖ Dr. K. Gomathi appraised the Chairperson that there had not been any complaints about SC/ST students during the year. The Committee was pleased to inform that, in the three years since its formation, there have been no reports of harassment or discrimination.

Members present:

S. No	Name	Signature
1	Rev.Bro.G.Vincent Reddy	
2	Ms.P.Jayanthi Reddy	
3	Dr.K.Gomathi	
4	Mr. M. Prashanth	
5	Ms. T. Swapna	
6	Mr. B.Raju	
7	N. Sai sridhar	
8	E. Sony Stella	

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Anti-Ragging Committee

Objective:

The objective of the Anti-Ragging Committee is to prevent any form of ragging within the college premises or outside of it, in compliance with the provisions set forth by the UGC and guidelines issued by Osmania University, along with any other relevant regulations, statutes, or guidelines issued by statutory authorities.

Composition of the Committee:

The Anti-Ragging Committee shall be composed of the following members:

S. No	Name	Designation and Department
1	Rev. Bro. Vincent Reddy	Principal and Chairperson
2	Ms. Jayanthi Reddy	Vice Principal
3	Ms. Pannaga	Coordinator, Asst Prof, Commerce
4	Mr. Vijay Reddy	Asst Prof, Computer Science
5	Mr. Raman	Asst Prof, Computer Science
6	Ms. Swapna	Asst Prof, Mathematics
7	Ms. Sandhya	Asst Prof, Management
8	Ms. Suvarna	Asst Prof, English
9	Ms. Prathiba	P.D
10	Ms. Sowjanya	Student, President of College

Roles and Responsibilities:

The Anti-Ragging Committee shall have the following roles and responsibilities:

- To ensure strict adherence to regulations aimed at curbing the menace of ragging in higher educational institutions, as outlined by the UGC and guidelines issued by Osmania University (OU), along with any subsequent revisions.
- To monitor the implementation of the anti-ragging policy of the college and to take necessary measures for its effective implementation.
- To conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
- To maintain records of all complaints received and actions taken on them.
- To take immediate and appropriate action against those found guilty of ragging, as per the provisions of the anti-ragging policy.
- To create awareness among the students about the ill effects of ragging and to promote a culture of mutual respect and understanding.
- To liaise with the local police administration, NGOs, and the media to create a conducive environment for the prevention of ragging.

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Tenure of the Committee:

The Anti-Ragging Committee shall be constituted for a period of one academic year and shall be reconstituted every year. The Chairperson of the Committee may nominate a member to take charge in the event of any member resigning or being unable to discharge his/her duties.

Meetings and Quorum:

The Anti-Ragging Committee shall meet at least once a month or as and when necessary. The quorum for the meeting shall be one-third of the total number of members. The decisions of the Committee shall be taken by a majority of the members present and voting, and in the event of a tie, the Chairperson shall have the casting vote.

Powers:

The Anti-Ragging Committee shall have the power to:

- i) Summon any person related to the college who, in its opinion, is necessary for the inquiry into the complaint of ragging.
- ii) Gather evidence and review any documents related to the ragging complaint.
- iii) Recommend to the Principal or any other authority of the college the action to be taken against the guilty persons.
- iv) If needed, notify the police about the issue and offer all required support during the investigation.
- v) Take any other action deemed necessary to prevent and combat ragging.

Conclusion:

The Anti-Ragging Committee shall strive to create a safe and conducive environment for the students to pursue their education without any fear of ragging. It shall work towards building a culture of mutual respect and understanding among the students and promote healthy relationships. The Committee shall encourage the students to report any instance of ragging or any other form of misconduct, without any fear of retribution. The success of the Anti-Ragging Committee shall be measured by the absence of any reported cases of ragging in the college. The Committee shall be accountable to the Principal and the Governing Body of the college. Any deviations from the provisions of this constitution shall be reported to the appropriate authorities for necessary action.

The members of the Committee shall ensure that the provisions of this constitution are strictly adhered to and take appropriate measures to prevent ragging in the college.

Principal

Jayanthi
PRINCIPAL

Little Flower Degree College
Uppal, Medchal Dist-500039.
College Code : 2010



LITTLE FLOWER DEGREE COLLEGE

(Affiliated to Osmania University)

(A Catholic Minority Institution Run By Brothers of St. Gabriel Educational Society)

2-18-25, Opp. Survey of India,
Uppal, R.R. Dist (Medchal Malkajgiri Dist. (New))
Hyderabad - 500 039

Mobile : 7673960152
E-mail : littleflowercollege@gmail.com
Website : www.lfdc.edu.in

Minutes of Meeting of Anti-Ragging Committee I

Date: 06.11.2020, 3.00pm

Venue: Principal room

Members Present:

S. No	Name	Signature
1	Rev. Bro. Vincent Reddy	
2	Ms. Jayanthi Reddy	
3	Ms. Pannaga	
4	Mr. Vijay	
5	Mr. Raman	
6	Ms. Swapna	
7	Ms. Sandhya	
8	Ms. Suvarna	
9	Ms. Prathiba	
10	M. Sowjanya	

Agenda: The Anti-ragging committee had a meeting which was presided over by the Chairperson and Principal of the college. The following issues were proposed

1. To discuss the steps taken to prevent ragging in the college.
2. To review the anti-ragging policy of the college for this academic year.
3. To discuss the action taken on the complaints received, if any.
4. Any other matter with the consent of the Chairperson.

Proceedings:

1. The Chairperson of the Anti-Ragging Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has taken various measures to prevent ragging, such as conducting orientation sessions for the new students, sensitizing the senior students about the ill effects of ragging, displaying posters and banners against ragging, and creating Anti-Ragging Helpline.
3. The Committee reviewed the anti-ragging policy of the college in the context of strict compliance with the Osmania University including the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, as amended by the University Grants Commission (Prevention and Prohibition of Ragging) Regulations, 2012 and subsequent amendments thereof.
4. The Chairperson informed the Committee that there were no complaints of ragging received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students about the ill effects of ragging and promoting a culture of mutual respect and understanding. It was decided to organize more awareness programs and workshops for the students and to involve the parents and teachers in the process.

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6. The Committee also discussed the importance of maintaining records of all complaints received and actions taken on them. It was decided to maintain a separate register for this purpose and to update it regularly.
7. The Committee also decided to conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Principal

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Anti-ragging committee

Minutes of Meeting of Anti-Ragging Committee II

Date: 29.07.2021, 2.40pm

Venue: Room No D03

Members Present:

S. No	Name	Signature
1	Rev. Bro. Vincent Reddy	
2	Ms. Jayanthi Reddy	
3	Ms. Pannaga	
4	Mr. Vijay	
5	Mr. Raman	
6	Ms. Swapna	
7	Ms. Sandhya	
8	Ms. Suvarna	
9	Ms. Prathiba	
10	Ms. Sowjanya	

Agenda:

- Review of Received Grievances
- The measures taken to create awareness to demote ragging in campus
- Other related matters

Minutes:

- ❖ The chair person and Principal of the college appreciated the committee members for their diligent work and maintenance of discipline in the college campus.
- ❖ Ms. Pannaga, Coordinator reviewed the previous minutes of the meeting.
- ❖ The Committee deliberated on the importance of raising awareness among students regarding the ragging prevention programme and how various measures were taken by prohibiting and preventing its occurrence in the premises.
- ❖ All the senior students had taken oath and signed an anti-ragging affidavit that they will not indulge in any form of ragging in the college premises.
- ❖ The Coordinator appraised the committee that there was no untoward incidence of ragging in the college campus.

Principal
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Internal Complaints Committee

Minutes of Meeting I

Date: 06.09.2020

Time: 3.30pm

Venue: Online

Agenda

- Review of Grievances Received
- Any other related matters

Minutes:

- ❖ The Coordinator welcomed all the members and thanked them for their cooperation and valuable suggestions for the successful functioning of the ICC during the last academic year.
- ❖ Ms Thane submitted a report stating that there were no cases relating to sexual harassment in the college during the last academic year.
- ❖ The presiding officer insisted on conducting seminars to develop awareness amongst the students and employees and also expressed happiness in not having received any complaints.

Members present:

S No	Name	Designation and Department
1	Mrs P Jayanthi Reddy	Vice Principal
2	Ms Thane	Coordinator
3	Ms Vasavi	Member
4	Ms Sreedevi	Member
5	Ms Swapna	Member
6	Ms Dhvani	Member
7	Ms Usha Rani	Member
8	Ms Prathiva	Member
9	Mr Raman	Member
10	Mr Prashanth	Member
11	Ms Sreelekha	Member

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Minutes of Meeting II

Date: 17.04.2021

Time: 3.30pm

Venue: Room No. D01

Agenda

- Review of Grievances Received
- Any other related matters

Minutes:

- ❖ Ms. Vasavi reviewed the minutes of the previous meeting.
- ❖ Ms Thane submitted a report stating that there were no cases relating to sexual harassment in the college during the last academic year.
- ❖ The activities conducted for the awareness of gender equity was discussed.

Members present:

S No	Name	Designation and Department
1	Mrs P Jayanthi Reddy	Presiding Officer, Vice Principal
2	Ms Thane	Coordinator
3	Ms Vasavi	Member
4	Ms Sreedevi	Member
5	Ms Swapna	Member
6	Ms Dhvani	Member
7	Ms Usha Rani	Member
8	Ms Prathiva	Member
9	Mr Raman	Member
10	Mr Prashanth	Member
11	Ms Sreelekha	Member

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SC/ST Protection and Support Committee

Minutes of the Meeting-I

Date: 26-07-2019

Time: 2.00 pm

Venue: Conference Hall

Agenda:


- Review of Received Grievances
- Other Matters

Minutes:

- ❖ Dr. Gomathi Coordinator reviewed the previous minutes of the meeting.
- ❖ The Committee deliberated on the importance of raising awareness among students and staff regarding the rights of SC/ST students and to prevent discrimination and harassment.

Members present:

S. No	Name	Signature
1	Rev.Bro.G.Vincent Reddy	
2	Ms.P.Jayanthi Reddy	
3	Dr.K.Gomathi	
4	Mr. M. Prashanth	
5	Ms. T. Swapna	
6	Mr. B.Raju	
7	M. Gnana Jyothi	
8	D, Vennella Naik	

Principal

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Minutes of the Meeting-II

Date: 25-06-2020

Time: 3.00 pm

Venue: Online

Agenda:

- Review of Received Grievances
- Other related matters

Minutes:

- ❖ Mr. Prashanth reviewed the minutes of the previous meeting.
- ❖ Mr. Prashanth appraised the Chairperson that there were no cases of harassment or complaint concerning SC/ST students. When discussing the same with the chairperson, he appraised the success of the Committee and extended his views on the importance of having such committees in institutions.
- ❖ The Chairperson has shed light on equality and how occupation has contributed to the formation of the caste system and the importance of awareness of the rights of SC/ST.

Members Present:

S. No	Name
1	Rev.Bro.G.Vincent Reddy
2	Ms.P.Jayanthi Reddy
3	Dr.K.Gomathi
4	Mr. M. Prashanth
5	Ms. T. Swapna
6	Mr. B. Raju
7	M. Gnana Jyothi
8	D, Vennella Naik

Principal

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Date: 30-07-2019

Anti-Ragging Committee

Objective:

The objective of the Anti-Ragging Committee is to prevent any form of ragging within the college premises or outside of it, in compliance with the provisions set forth by the UGC and guidelines issued by Osmania University, along with any other relevant regulations, statutes, or guidelines issued by statutory authorities.

Composition of the Committee:

The Anti-Ragging Committee shall be composed of the following members:

S. No	Name	Designation and Department
1	Rev. Bro. Vincent Reddy	Principal and Chairperson
2	Ms. Jayanthi Reddy	Vice Principal
3	Ms. Pannaga	Coordinator, Asst Prof, Commerce
4	Mr. Vijay Reddy	Asst Prof, Computer Science
5	Mr. Raman	Asst Prof, Computer Science
6	Ms. Swapna	Asst Prof, Mathematics
7	Ms. Sandhya	Asst Prof, Management
8	Ms. Suvarna	Asst Prof, English
9	Ms. Prathiba	P.D
10	Mr. Mayank	Student, President of College

Roles and Responsibilities:

The Anti-Ragging Committee shall have the following roles and responsibilities:

- To ensure strict adherence to regulations aimed at curbing the menace of ragging in higher educational institutions, as outlined by the UGC and guidelines issued by Osmania University (OU), along with any subsequent revisions.
- To monitor the implementation of the anti-ragging policy of the college and to take necessary measures for its effective implementation.
- To conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
- To maintain records of all complaints received and actions taken on them.
- To take immediate and appropriate action against those found guilty of ragging, as per the provisions of the anti-ragging policy.
- To create awareness among the students about the ill effects of ragging and to promote a culture of mutual respect and understanding.

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vii) To liaise with the local police administration, NGOs, and the media to create a conducive environment for the prevention of ragging.

Tenure of the Committee:

The Anti-Ragging Committee shall be constituted for a period of one academic year and shall be reconstituted every year. The Chairperson of the Committee may nominate a member to take charge in the event of any member resigning or being unable to discharge his/her duties.

Meetings and Quorum:

The Anti-Ragging Committee shall meet at least once a month or as and when necessary. The quorum for the meeting shall be one-third of the total number of members. The decisions of the Committee shall be taken by a majority of the members present and voting, and in the event of a tie, the Chairperson shall have the casting vote.

Powers:

The Anti-Ragging Committee shall have the power to:

- i) Summon any person related to the college who, in its opinion, is necessary for the inquiry into the complaint of ragging.
- ii) Gather evidence and review any document related to the ragging complaint.
- iii) Recommend to the Principal or any other authority of the college the action to be taken against the guilty persons.
- iv) The approved changes will be submitted to the principal for final approval.
- v) Take any other action deemed necessary to prevent and combat ragging.

Conclusion:

The Anti-Ragging Committee shall strive to create a safe and conducive environment for the students to pursue their education without any fear of ragging. It shall work towards building a culture of mutual respect and understanding among the students and promote healthy relationships. The Committee shall encourage the students to report any instance of ragging or any other form of misconduct, without any fear of retribution. The success of the Anti-Ragging Committee shall be measured by the absence of any reported cases of ragging in the college. The Committee shall be accountable to the Principal and the Governing Body of the college. Any deviations from the provisions of this constitution shall be reported to the appropriate authorities for necessary action.

The members of the Committee shall ensure that the provisions of this constitution are strictly adhered to and take appropriate measures to prevent ragging in the college.

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Minutes of Meeting of Anti-Ragging Committee I

Date: 30.07.2019, 3.00pm

Venue: Principal room

Members Present:

S. No	Name	Signature
1	Rev. Bro. Vincent Reddy	
2	Ms. Jayanthi Reddy	
3	Ms. Pannaga	
4	Mr. Vijay	
5	Mr. Raman	
6	Ms. Swapna	
7	Ms. Sandhya	
8	Ms. Suvarna	
9	Ms. Prathiba	
10	Mr. Mayank	

Agenda: The Anti-ragging committee had a meeting which was presided over by the Chairperson and Principal of the college. The following issues were proposed

1. To discuss the steps taken to prevent ragging in the college.
2. To review the anti-ragging policy of the college for this academic year.
3. To discuss the action taken on the complaints received, if any.
4. Any additional issue with the consent of the Chairperson.

Proceedings:

1. The Chairperson of the Anti-Ragging Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has taken various measures to prevent ragging, such as conducting orientation sessions for the new students, sensitizing the senior students about the ill effects of ragging, displaying posters and banners against ragging, and creating Anti-Ragging Helpline.
3. The Committee reviewed the anti-ragging policy of the college in the context of strict compliance with the Osmania University including the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, as amended by the University Grants Commission (Prevention and Prohibition of Ragging) Regulations, 2012 and subsequent amendments thereof.

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4. The Chairperson informed the Committee that there were no complaints of ragging received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students about the ill effects of ragging and promoting a culture of mutual respect and understanding. It was decided to organize more awareness programs and workshops for the students and to involve the parents and teachers in the process.
6. The Committee also discussed the importance of maintaining records of all complaints received and actions taken on them. It was decided to maintain a separate register for this purpose and to update it regularly.
7. The Committee also decided to conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Principal

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Anti-ragging committee

Minutes of Meeting of Anti-Ragging Committee II

Date: 08.07.2020, 2.40pm

Venue: Principal Office

Members Present:

S. No	Name	Signature
1	Rev. Bro. Vincent Reddy	
2	Ms. Jayanthi Reddy	
3	Ms. Pannaga	
4	Mr. Vijay	
5	Mr. Raman	
6	Ms. Swapna	
7	Ms. Sandhya	
8	Ms. Suvarna	
9	Ms. Prathiba	
10	Mr. Mayank	

Agenda:

- Review of Received Grievances
- Other related matters

Minutes:

- ❖ Ms. Swapna, reviewed the previous minutes of the meeting.
- ❖ The Committee deliberated on the importance of raising awareness among students regarding the ragging prevention programme and how various measures were taken by prohibiting and preventing its occurrence in the premises.
- ❖ All the senior students had taken oath and signed an anti-ragging affidavit that they will not indulge in any form of ragging in the college premises.
- ❖ The Coordinator appraised the committee that there was no untoward incidence of ragging in the college campus.

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Internal Complaints Committee

Minutes of Meeting I

Date: 15.07.2019

Time: 2.30pm

Venue: Conference Hall

Agenda

- Review of Grievances Received
- Any other related matters

Minutes:

- ❖ Ms. Thane reviewed the minutes of the last meeting.
- ❖ She also informed the presiding officer that no complaints were received by the committee during the last academic year.
- ❖ The members of the committee suggested to create awareness among the students.

Members Present:

S No	Name	Signature
1	Mrs P Jayanthi Reddy	
2	Ms Thane	
3	Ms. Sreedevi	
4	Ms Swapna	
5	Ms Dhvani	
6	Ms Usha Rani	
7	Ms Prathiva	
8	Mr Raman	
9	Mr Prashanth	
10	Ms Sreelekha	

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Internal Complaints Committee

Minutes of Meeting II

Date: 15.07.2019

Time: 2.30pm

Venue: Conference Hall

Agenda

- Review of Grievances Received
- Any other related matters

Meetings:

- Ms Thane submitted a report stating that there were no cases relating to sexual harassment in the college during the last academic year.
- It was decided to conduct programs and activities about gender equity and gender sensitization.
- It was emphasised that in order to create awareness and continuous sensitization among the employees, it is essential to place banners/posters/notices defining sexual harassment at prominent places in the campus.

Members Present:

S No	Name	Signature
1	Mrs P Jayanthi Reddy	
2	Ms Thane	
3	Ms. Sreedevi	
4	Ms Swapna	
5	Ms Dhvani	
6	Ms Usha Rani	
7	Ms Prathiva	
8	Mr Raman	
9	Mr Prashanth	
10	Ms Sreelekha	

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Details of Statutory Regulatory Committees LFDC AY 2018-19

Academic Year 2018-19

SC/ST Protection and Support Committee

Date: 26-06-2018

Preamble:

At Little Flower Degree College (LFDC), the SC/ST Protection and Support Committee has been established to handle grievances concerning Scheduled Castes and Scheduled Tribes students. This committee is dedicated to safeguarding the rights and interests of SC/ST students, ensuring that any grievances they encounter are swiftly and efficiently addressed. The students can address their grievances through the grievance form available on the college website for any kind of harassment they face inside or outside the college.

Objectives:

The aims of the SC/ST committee encompass:

1. Offering a forum for SC/ST students to express concerns regarding academic and non-academic issues.
2. Swiftly addressing complaints of discrimination, harassment, and other grievances encountered by SC/ST students.
3. Safeguarding the rights and interests of SC/ST students.
4. Ensuring equitable access to education and college resources for SC/ST students.

Composition of the Committee:

The SC/ST committee will include the following members:

- A designated officer who will act as the Chairperson of the committee.
- One SC/ST faculty member nominated by the principal.
- One SC/ST non-teaching staff member nominated by the Principal.
- Two SC/ST students from each course/department, elected by the SC/ST students of that course/department.

Functions and Responsibilities of the Committee:

The functions and responsibilities of the SC/ST Committee encompass:

1. Receiving and handling grievances concerning SC/ST students.
2. Ensuring swift and efficient resolution of grievances.
3. Conducting necessary inquiries, investigations, and hearings to address grievances.
4. Proposing appropriate steps to the Principal for addressing grievances.
5. Overseeing the execution of Committee recommendations.
6. Submitting regular reports to the Principal regarding Committee operations.

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Term of Tenure:

The members of the SC/ST Committee will serve for three academic years, with the possibility of reappointment for subsequent terms.

Convening:

The SC/ST Committee will convene twice during the academic year, with additional meetings scheduled as needed for urgent grievances.

Quorum Requirement:

A minimum of three members, including the Chairperson or their delegate, constitutes a quorum for SC/ST Committee meetings.

Confidentiality Protocol:

The SC/ST Committee will uphold strict confidentiality regarding all grievances received and investigations conducted.

Constitutional Review:

The constitution of the SC/ST Committee will undergo an annual review to ensure its continued relevance and efficacy.

Constitutional Amendment:

Proposed amendments to the constitution require a two-thirds majority vote by SC/ST Grievance Committee members. The approved changes will be submitted to the principal for final approval.

The following are identified as the members of SC/ST Protection and Support Committee

Members of the Committee:

S. No	Name	Designation and Department
1	Rev.Bro.G.Vincent Reddy	Chairperson, Principal
2	Ms.P.Jayanthi Reddy	Vice Principal
3	Dr.K.Gomathi	Coordinator Asst Prof, Dept. of Zoology
4	Mr. M. Prashanth	Asst Prof, Dept. of Mathematics
5	Ms. T. Swapna	Asst Prof, Dept. of Mathematics
6	Mr. B.Raju	Office Assistant
7	S. J. Shiva	Student Member
8	E. Hepsiba	Student Member

Principal
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Minutes of the Meeting-I

Date: 26-07-2018

Time: 2.00 pm

Venue: Principal office

Agenda:

- Review of Received Grievances
- Other Matters

Minutes:

- ❖ Dr.K.Gomathi coordinator, appraised the Chairperson that a platform has been created for the students and staff members to address their grievances through the grievance form available on the college website .
- ❖ The Chairperson suggested that an offline form should also be made available in the college with the committee.
- ❖ Awareness should be created among the students regarding anti-harassment and that they can approach, the Principal, Vice Principal, Coordinator, Committee members or their class in-charge in case of need.

Members present:

S. No	Name	Signature
1	Rev.Bro.G.Vincent Reddy	
2	Ms.P.Jayanthi Reddy	
3	Dr.K.Gomathi	
4	Mr. M. Prashanth	
5	Ms. T. Swapna	
6	Mr. B.Raju	
7	S. J. Shiva	
8	E. Hepsiba	

Principal

Jayanthi
PRINCIPAL
Little Flower Degree College
Uppal, Medchal Dist-500039.
College Code : 2010



LITTLE FLOWER DEGREE COLLEGE

(Affiliated to Osmania University)

(A Catholic Minority Institution Run By Brothers of St. Gabriel Educational Society)

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Minutes of the Meeting-II

Date: 25-04-2019

Time: 2.30 pm

Venue: Principal office

Agenda:

- Review of Received Grievances
- Other related matters

Minutes:

- ❖ Dr. Gomathi Coordinator reviewed the previous minutes of the meeting.
- ❖ The coordinator informed the Chairperson that a form has been made available in the college website for submitting their grievances.
- ❖ The Chairperson has also been appraised that an offline form has been made available with the committee
- ❖ No grievances pertaining to SC/ST students has been received during the academic year. The Chairperson expressed his satisfaction that there were no reported incidents of harassment or discrimination.

Members present:

S. No	Name	Signature
1	Rev.Bro.G.Vincent Reddy	
2	Ms.P.Jayanthi Reddy	
3	Dr.K.Gomathi	
4	Mr. M. Prashanth	
5	Ms. T. Swapna	
6	Mr. B.Raju	
7	S. J. Shiva	
8	E. Hepsiba	

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Details of Statutory Regulatory Committees

Anti-ragging committee 2018-19

Objective:

The objective of the Anti-Ragging Committee is to prevent any form of ragging within the college premises or outside of it, in compliance with the provisions set forth by the UGC and guidelines issued by Osmania University, along with any other relevant regulations, statutes, or guidelines issued by statutory authorities.

Composition of the Committee:

The Anti-Ragging Committee shall be composed of the following members:

S. No	Name	Designation and Department
1	Rev. Bro. Vincent Reddy	Principal
2	Ms. Jayanthi Reddy	Vice Principal
3	Ms. Pannaga	Coordinator, Asst Prof, Commerce
4	Mr. Prashanth	Asst Prof, Mathematics
5	Mr. Vijay	Asst Prof, Computer Science
6	Mr. Raman	Asst Prof, Computer Science
7	Ms. Swapna	Asst Prof, Mathematics
8	Ms. Sandhya	Asst Prof, Management
9	Ms. Suvarna	Asst Prof, English
10	Ms. Prathiba	Physical Director
11	Ms. Sharon	Student President of College

Roles and Responsibilities:

The Anti-Ragging Committee shall have the following roles and responsibilities:

- To ensure strict adherence to regulations aimed at curbing the menace of ragging in higher educational institutions, as outlined by the UGC and guidelines issued by Osmania University (OU), along with any subsequent revisions.
- To monitor the implementation of the anti-ragging policy of the college and to take necessary measures for its effective implementation.
- To conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
- To maintain records of all complaints received and actions taken on them.
- To take immediate and appropriate action against those found guilty of ragging, as per the provisions of the anti-ragging policy.
- To create awareness among the students about the ill effects of ragging and to promote a culture of mutual respect and understanding.

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vii) To liaise with the local police administration, NGOs, and the media to create a conducive environment for the prevention of ragging.

Tenure of the Committee:

The Anti-Ragging Committee shall be constituted for a period of one academic year and shall be reconstituted every year. The Chairperson of the Committee may nominate a member to take charge in the event of any member resigning or being unable to discharge his/her duties.

Meetings and Quorum:

The Anti-Ragging Committee shall meet at least once a month or as and when necessary. The quorum for the meeting shall be one-third of the total number of members. The decisions of the Committee shall be taken by a majority of the members present and voting, and in the event of a tie, the Chairperson shall have the casting vote.

Powers:

The Anti-Ragging Committee shall have the power to:

- i) Summon any person related to the college who, in its opinion, is necessary for the inquiry into the complaint of ragging.
- ii) Collect evidence and examine any document related to the complaint of ragging.
- iii) Recommend to the Principal or any other authority of the college the action to be taken against the guilty persons.
- iv) If needed, notify the police about the issue and offer all required support during the investigation.
- v) Take any other action deemed necessary to prevent and combat ragging.

Conclusion:

The Anti-Ragging Committee shall strive to create a safe and conducive environment for the students to pursue their education without any fear of ragging. It shall work towards building a culture of mutual respect and understanding among the students and promote healthy relationships. The Committee shall encourage the students to report any instance of ragging or any other form of misconduct, without any fear of retribution. The success of the Anti-Ragging Committee shall be measured by the absence of any reported cases of ragging in the college. The Committee shall be accountable to the Principal and the Governing Body of the college. Any deviations from the provisions of this constitution shall be reported to the appropriate authorities for necessary action.

The members of the Committee shall ensure that the provisions of this constitution are strictly adhered to and take appropriate measures to prevent ragging in the college.

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Minutes of Meeting of Anti-Ragging Committee I

Date: 23.07.2018, 3.00pm

Venue: Conference room

Members Present:

S. No	Name	Signature
1	Rev. Bro. Vincent Reddy	
2	Ms. Jayanthi Reddy	
3	Ms. Pannaga	
4	Mr. Prashanth	
5	Mr. Vijay	
6	Mr. Raman	
7	Ms. Swapna	
8	Ms. Sandhya	
9	Ms. Suvarna	
10	Ms. Prathiba	
11	Ms. Sharon	

Agenda: The Anti-ragging committee had a meeting which was presided over by the Chairperson and Principal of the college. The following issues were proposed

1. To discuss the steps taken to prevent ragging in the college.
2. To review the anti-ragging policy of the college.
3. To discuss the action taken on the complaints received, if any.
4. Any additional issue with the consent of the Chairperson.

Proceedings:

1. The Chairperson of the Anti-Ragging Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has taken various measures to prevent ragging, such as conducting orientation sessions for the new students, sensitizing the senior students about the ill effects of ragging, displaying posters and banners against ragging, and creating Anti-Ragging Helpline.
3. The Committee reviewed the anti-ragging policy of the college in the context of strict compliance with the Osmania University including the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, as amended by the University Grants Commission (Prevention and Prohibition of Ragging) Regulations, 2012 and subsequent amendments thereof.


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4. The Chairperson informed the Committee that there were no complaints of ragging received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students about the ill effects of ragging and promoting a culture of mutual respect and understanding. It was decided to organize more awareness programs and workshops for the students and to involve the parents and teachers in the process.
6. The Committee also discussed the importance of maintaining records of all complaints received and actions taken on them. It was decided to maintain a separate register for this purpose and to update it regularly.
7. The Committee also decided to conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Principal

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Anti-ragging committee 2018-19

Minutes of Meeting of Anti-Ragging Committee II

Date: 23.04.2019, 2.30pm

Venue: Principal's Office

Members Present:

S. No	Name	Signature
1	Rev. Bro. Vincent Reddy	
2	Ms. Jayanthi Reddy	
3	Ms. Pannaga	
4	Mr. Prashanth	
5	Mr. Vijay	
6	Mr. Raman	
7	Ms. Swapna	
8	Ms. Sandhya	
9	Ms. Suvarna	
10	Ms. Prathiba	
11	Ms. Sharon	

Agenda:

- Review of Received Grievances
- Other Matters

Minutes:

- ❖ Ms.Pannaga, Coordinator , appraised the Chairperson that a platform has been created for the students to address their grievances through the grievance form available on the college website .
- ❖ The Chairperson suggested that an offline form should also be made available in the college with the committee to receive any events towards ragging in the premises.
- ❖ Awareness was created among the students by posting the antiragging posters on notice boards, canteen and in the college campus. The students had taken oath and signed affidavit to strictly follow the rules and does not indulge in any untoward incidents which will affect the discipline of the college.
- ❖ The coordinator reviewed the committee about the non-occurrence of any ragging events in the college campus.

Principal

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Internal Complaints Committee 2018-19

The Internal Complaints Committee (ICC) is constituted by Little Flower Degree College (LFDC) on 27-06-2018 in the academic year 2018-19 as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and the guidelines issued by the University Grants Commission (UGC) and other statutory bodies. The Internal Complaints Committee (ICC) was formed as a part of the Women Cell.

Objective:

The objective of the ICC is to provide a safe and harassment-free environment for all students, staff, and faculty members of Little Flower Degree College (LFDC), and to address any complaints of sexual harassment fairly and transparently.

Composition:

The Committee shall consist of the following members:

S No	Name	Designation and Department
1	Mrs P Jayanthi Reddy	Presiding Officer, Vice Principal
2	Ms Thane	Coordinator
3	Ms Shabsirekha	Member
4	Ms Pranitha	Member
5	Ms Swapna	Member
6	Ms Dhvani	Member
7	Ms Usha Rani	Member
8	Ms Prathiva	Member
9	Mr Raman	Member
10	Mr Prashanth	Member
11	Mr Naresh Kumar	Member

The Presiding Officer of the ICC shall be a woman, and all members shall have a good understanding of the issues related to sexual harassment and shall be committed to the cause of women's rights. The members shall be appointed for a term of three academic years and may be re-appointed for subsequent terms.

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Functions:

The Committee shall have the following functions:

1. To receive complaints of sexual harassment from any student, staff, or faculty member of Little Flower Degree College (LFDC)
2. To conduct a preliminary inquiry into the complaint to determine the prima facie case.
3. To provide an opportunity for the respondent to respond to the allegations.
4. To conduct a detailed inquiry if the preliminary inquiry reveals a prima facie case.
5. To make a decision based on the evidence and principles of natural justice.
6. To recommend appropriate remedial action if sexual harassment is found to have occurred.
7. To maintain records of the complaints received and processed by the committee, and to report to the statutory authorities as required by law.

Complaint Mechanism:

The Committee shall establish the following mechanism for receiving and processing complaints of sexual harassment:

1. A dedicated email address: womensprotectioncell@lfdc.edu.in
2. A helpline number: 07673960152
3. A physical drop-box located at college
4. Online form on the website:

The mechanism shall ensure the confidentiality of the complainant's identity and the information provided.

Training:

The members of the committee shall receive adequate training on the legal provisions related to sexual harassment, the procedures for handling complaints, and the principles of natural justice.

Communication:

The Committee shall notify the formation of the committee through a public notice or circular, specifying the names and contact details of the members, the terms of reference of the committee, and the procedures for filing complaints. It shall also communicate its decision to the complainant and the respondent in writing, along with the reasons for the decision.

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Minutes of Meeting I

Date: 22.06.2018

Time: 3.30pm

Venue: Conference Hall

Agenda

- Identifying the objectives and functions of the committee
- Any other related matters

Minutes:

- ❖ The first meeting of the Internal Complaints Committee was chaired by the Principal Rev. Bro. Vincent Reddy.
- ❖ The principal and the Vice principal along with the other members of the committee discussed the objectives and functions of the committee.
- ❖ Mrs. Jayanthi Reddy, vice principal and presiding officer suggested a platform on the website for registering the grievance.
- ❖ The Committee discussed the importance of creating awareness among the students, faculty, and staff about sexual harassment and the redressal mechanism available in the college. It was decided to organize more awareness programs and workshops for the students, faculty, and staff.

Members present:

S No	Name	Signature
1	Mrs P Jayanthi Reddy	
2	Ms Thane	
3	Ms Shaksirekha	
4	Ms Pranitha	
5	Ms Swapna	
6	Ms Dhvani	
7	Ms Usha Rani	
8	Ms Prathiva	
9	Mr Raman	
10	Mr Prashanth	
11	Mr Naresh Kumar	

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Minutes of Meeting II

Date: 22.04.2019

Time: 2.30.pm

Venue: Conference Hall

Agenda

- Review of Grievances Received
- Any other related issues

Minutes:

- ❖ The Presiding officer Mr. Jayanthi Reddy, Vice Principal, welcomed all the members and thanked them for their cooperation and valuable suggestions for the successful functioning of the ICC during the last academic year.
- ❖ Ms. Shashi Rekha reviewed the minutes of the previous meeting.
- ❖ Ms Thane submitted a report stating that there were no cases relating to sexual harassment in the college during the last academic year.

Members present:

S No	Name	Signature
1	Mrs P Jayanthi Reddy	
2	Ms Thane	
3	Ms Shaksirekha	
4	Ms Pranitha	
5	Ms Swapna	
6	Ms Dhvani	
7	Ms Usha Rani	
8	Ms Prathiva	
9	Mr Raman	
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11	Mr Naresh Kumar	

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Implementation of Guidelines of Statutory/Regulatory Bodies

Introduction

Little Flower Degree College (LFDC) ensures strict adherence to guidelines issued by statutory and regulatory bodies through the formation and active participation of various committees. These committees address issues related to the protection and support of SC/ST students, prevention of ragging, and handling of sexual harassment complaints. This document provides proof of the effective implementation of these guidelines at LFDC during the academic year.

SC/ST Protection and Support Committee

Preamble

The SC/ST Protection and Support Committee at LFDC is dedicated to safeguarding the rights and interests of Scheduled Castes and Scheduled Tribes students. This committee handles grievances related to discrimination and harassment faced by SC/ST students, both within and outside the college premises.

Objectives


1. Provide a forum for SC/ST students to express concerns.
2. Address complaints of discrimination and harassment.
3. Safeguard the rights and interests of SC/ST students.
4. Ensure equitable access to education and resources.

Composition and Responsibilities

The committee consists of designated officers, faculty members, non-teaching staff, and student representatives from each course. Its responsibilities include receiving and resolving grievances, conducting inquiries, recommending actions to the Principal, and ensuring the execution of recommendations. Regular reports are submitted to the Principal, and confidentiality is strictly maintained.

Meetings and Actions

The committee meets twice a year, with additional meetings as needed. Key actions include creating a platform for grievance submission via the college website and offline forms, raising awareness about anti-harassment measures, and ensuring no grievances go unaddressed.


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Anti-Ragging Committee

Objective

The Anti-Ragging Committee aims to prevent ragging within and outside the college premises in compliance with UGC guidelines and other relevant regulations. The committee ensures a ragging-free environment for all students.

Composition and Responsibilities

This committee comprises the Principal, Vice Principal, faculty members from various departments, and a student representative. Its roles include monitoring the implementation of anti-ragging policies, conducting inspections, maintaining records of complaints, and taking action against perpetrators.

Meetings and Actions

The committee meets regularly to review measures taken to prevent ragging, discuss received complaints, and promote awareness about the ill effects of ragging. Actions include conducting orientation sessions, posting anti-ragging posters, and maintaining a helpline for reporting incidents.

Internal Complaints Committee (ICC)

Objective

The ICC at LFDC addresses complaints of sexual harassment, ensuring a safe environment for students, staff, and faculty members. The committee operates under the guidelines of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and UGC regulations.

Composition and Responsibilities

The committee includes a presiding officer, coordinator, faculty members, and staff. It receives and processes complaints, conducts inquiries, provides opportunities for respondents to respond, and recommends actions based on findings. Records of complaints and actions are meticulously maintained.

Meetings and Actions

The ICC meets to identify objectives, review grievances, and discuss awareness programs. It ensures the establishment of multiple channels for complaint submission, such as email, helpline numbers, and physical drop-boxes. Regular training and communication efforts are made to inform the college community about the complaint mechanism and procedures.


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Conclusion

LFDC's commitment to implementing guidelines from statutory and regulatory bodies is evident through the structured functioning of its committees. The SC/ST Protection and Support Committee, Anti-Ragging Committee, and Internal Complaints Committee actively work towards creating a safe, equitable, and respectful environment for all members of the college community. These committees not only address grievances but also proactively work towards awareness and prevention, ensuring compliance with statutory regulations and fostering a supportive educational atmosphere.

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