

DR. B. C. ROY ENGINEERING COLLEGE

NAAC REPORT

Gender Equity



FOR MORE DETAILS CLICK THE BELOW LINK —

www.bcrec.ac.in/ADDITIONAL_INFORMATION_7_1_1.html

SECTION: 7.1.1

MEASURES INITIATED BY THE INSTITUTION FOR THE PROMOTION OF GENDER EQUITY

Our Institute performs **gender sensitivity by the following measures-**

1. Safety and security
2. Counseling
3. Common Rooms
4. Any other relevant information

1. Safety and security

Our institute shows strong attitude towards the safety and social as well as physical and mental security to our students, faculties and staffs by providing various means, following standard and updated norms. The following are some of the activities that are performed to ensure the said objective.

The **guidelines** regarding the safety and security inside the campus framed by the **Campus Administrator** is provided as supporting document.

A sample of the said guidelines is attached below. The full document is given as other relevant document.

Campus Rules

Name of the Document: **Guidelines from the department of
Campus Administrator** (Sample Page)
Academic Year: 2019-20

1/2

Campus Administrator Department - Dr. B.C.Roy Engg.College ,Durgapur


Duties and Responsibilities:

1. Campus Administrator is the overall in-charge of BCREC College campus to maintain high standard of discipline within the campus including students' discipline in the hostel.
2. Campus Administrator is also responsible for general upkeep and maintenance of the campus and its environment.
3. Campus Administrator is to oversee the functions of the College Hostels.
4. Campus Administrator also oversees and controls the activities of Contract security Personnel, as the Campus security services have been outsourced.
5. Campus Administrator is also to set and maintain standard of food served at the College Hostels by the 'Catering Contractors'.

Organisational structure and administrative functions:

1. Campus Administrator undertakes departmental duties and functions through Deputy Campus Administrator, seven in number Hostel Wardens for 03 Boys' hostels and four in number Matrons for 02 Girls' hostels.
2. Wardens and Matrons are responsible to look after the regular matters related to hostel management, hostel discipline, hostel maintenance and also hygiene, cleanliness and quality of food served to the students. Catering services for 05 in no. hostels have been outsourced to three contractors (1. M/s Rasana Durgapur 2. M/s Anusthan Durgapur 3. M/s New Durgapur Canteen cum Caterer) on annual contract basis.
3. Security of the campus is maintained through an outsourced agency (M/s. Secret Eye Security Service) on annual contract basis. Security of campus is ensured throughout 24hours duty cycle in three shifts. Presently, 02 in number Security supervisors and 01 Site in-charge have been employed through the outsourced agency for managing 49 in no. male security guards and 03 in no. lady security guards. Attendance and performance of the security guards are strictly monitored by the Campus Administrator Department.
4. 26 in no. Conservancy Staff including 04 in no. lady conservancy staff have been positioned in the campus through an outsourced agency (M/s. Zed Facility Services) on annual contract basis. Following work is being under taken by the conservancy staff:
 - (a) General upkeep and regular cleaning, dusting and mopping of all the departmental and administrative buildings, class rooms, library, laboratories and toilets.
 - (b) Thorough cleaning of hostels area, hostel rooms, dining halls and students' toilets and wash places.
 - (c) Beautification and upkeep of sprawling campus including maintenance of gardens, lawns, flower beds and flower pots etc.
 - (d) Regular maintenance and clean ship of Dulal Mitra Auditorium (above 600 no. Seating capacity), recreational rooms, music rooms, Boys' Gym, Girls' Gym and 'Open Air Auditorium (Nazrul Manch)'.
 - (e) Maintenance of cricket ground and hostel specific recreational / common spaces and play areas are also carried out through conservancy staff.
 - (f) The 'Central Play Ground' is maintained through an outsourced agency (M/s. Archana Enterprise, Durgapur) on annual contract basis.





COMMODORE R. GHOSH, VSM (Retd.)
Campus Administrator
DR. B. C. Roy Engineering College
Durgapur

Appointment of Lady Security Gaurds:

The institute ensures the safety and security of the everyone, especially the girls and women by inducting proportionate number of **lady security** personnel in the team of the security guards inside the campus. The contract between the institute and the security organisation is provided below as supporting documents.

**Name of the Document: MoU Between BCREC and the
Security Agency (Sample Page)
Academic Year: 2019-20**



Dr. B. C. ROY ENGINEERING COLLEGE, DURGAPUR
(Approved by AICTE & Affiliated to MAKAUT WB)

CAMPUS : JEMUA ROAD, FULJHORE DURGAPUR-713206 (WB), INDIA
☎ (0343) 250-1353/4106/4121/2449, Fax (0343) 250-4059 / 3424
E-mail : info@bcrec.ac.in • Website : www.bcrec.ac.in

MOU BETWEEN DR. B.C.ROY ENGINEERING COLLEGE [SOCIETY] AND M/S SECRET EYE SECURITY SERVICES, DURGAPUR (HEREINAFTER REFERRED TO AS CONTRACTOR) EFFECTIVE 01 AUGUST, 2019.

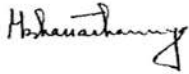
The First Party to this Agreement is Sri Tarun Bhattacharya, General Secretary, Dr. B. C. Roy Engineering College, Durgapur - a Society registered under The Societies' Registration Act XXVI of 1961.and bearing Registration Number S/93521 of 1998- 99 and having its Registered Office at "Management House", Dr. B. C. Roy Engineering College, Jemua Road, Fuljhore, Durgapur – 713 206, and hereinafter referred to as THE COLLEGE which includes 1) Dr. B. C. Roy Engineering College, 2) Dr. B. C. Roy Engineering College Academy of Professional Courses, Jemua Road, Fuljhore, Durgapur – 713 206 3) Dr. B. C. Roy College of Pharmacy and Allied Health Sciences and 4) Dr. B. C. Roy Polytechnic, Dr. Meghnad Saha Sarani, BidhanNagar, Durgapur – 713 206.


The Second Party to this Agreement is " M/S SECRET EYE SECURITY SERVICES" , owned by a Partnership Firm registered under the Indian Partnership Act, 1932 (Act IX of 1932), bearing registration No. 166874 and having its registered office at G.T.Road, Faridpur, P.O. Durgapur , PIN 713 213, in the District of Burdwan - West in the State of West Bengal, and represented by its Partners – Sri Lakshminarayan Mondal and Sri Tarun Kumar Pathak (hereinafter referred to as THE LABOUR CONTRACTOR) on the second part....."


"Whereas, the First party is desirous of outsourcing Security Services for the four Colleges here-to- before named including Precincts, Perimeters and premises , and all installations , buildings , laboratories and Student Hall of Residences in the College located within the Colleges named"

" And whereas, the Second Party is engaged in the business of providing Security Services within the jurisdiction of Durgapur Municipal Corporation and has adequate strength of trained manpower to provide these services."

..... Continued/Page 2


Sri Tarun Bhattacharya


Sri Lakshminarayan Mondal



• NBA Accredited for 2 programs •

Security Camera

As a measure of security, all round the campus, **CCTV cameras** have been installed in different important locations. This ensures the safety and security of the members inside the campus. The cameras are monitored from the **control room** continuously. Along with that a separate **monitoring facility** is installed in the room of the **Director**. Moreover, there is a camera installed in Bidhan Udyan (just near the front compound of the main gate), which **revolves** and therefore, takes a 360 degrees look of the place. The following documents are attached in support. **Purchase documents of CCTV related equipments are attached.**

Name of the Document: **CCTV Camera** (Sample Photos)



Revolving camera near main gate.



CCTV camera in front of Mother Teresa Girls' Hostel.



CCTV camera in front of Sister Nivedita Girls' Hostel.



CCTV camera monitoring facility in the office.

Committees for Grievance Redressal (GR)

Committees are formed for the **Sexual Harassment for Women at Workplace, Women Redressal**, complaint etc. These committees arrange regular meeting to look after the fact that safety and security in all such aspects are maintained. The notices for the said committees, their notices, minutes of meetings are attached below.

Name of the Document: Notice from the GR committee
Academic Year: 2019-20

Dr. B. C. Roy Engineering College, Durgapur

Grievance Redressal Committee for Sexual Harassment of Women

10th Dec, 2019

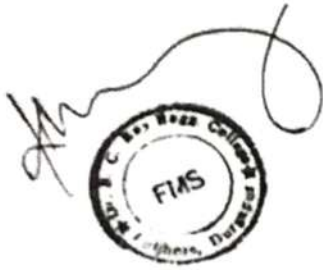
Notice

Notice is hereby given to all the members of the Grievance Redressal Committee for Sexual Harassment of Women to inform that a meeting will be held on *12th December 2019 at 3:00 pm* at the Director's Board Room regarding issues of Sexual Harassment of Women since December, 2018. The agenda of the meeting are as follows:

Agenda I: Grievances reported since the last meeting of the committee and actions taken.

Agenda II: Suggestions for minimising Sexual Harassment of Women

Agenda III: Miscellaneous



Prof. Krishna Roy
Convenor- Grievance Redressal Committee for Sexual Harassment of Women

Name of the Document: Grievance Redressal (GR) committee and minutes of meeting
Academic Year: 2019-20

Minutes of the 5th meeting of the Grievance Redressal Committee for Sexual Harassment of Women

Title of the Committee: **Grievance Redressal Committee for Sexual Harassment of Women**

Type of Meeting: Yearly

Date: December 12, 2019

Time: 3:00 pm

Meeting held at: Director's Board Room

Attendees:

1. Dr Pijush Pal Roy	Director	Special Invitee
2. Dr. Sharmistha De Dutta	Assistant Professor	Member
3. Prof. Rupali	Assistant Professor	Member
4. Prof. Debipriya Dutta	Assistant Professor	Member
5. Dr Dola Sinha	Assistant Professor	Member
6. Prof. Krishna Roy	Assistant Professor	Convenor

The Convenor of the *Grievance Redressal Committee for Sexual Harassment of Women* requested Director Dr. Pijush Pal Roy to chair the meeting. The Director extended greetings to all the members present in the meeting and explained in details the objective of the meeting. After discussing the importance of the meeting in adherence with the norms of the Supreme Court ruling, he handed the responsibility over to the Convenor of the Committee to conduct the rest of the meeting.

Routine Items: Confirmation of the minutes of the 4th meeting of the *Grievance Redressal Committee for Sexual Harassment of Women* held on 20th December, 2018.

The minutes of the 4th meeting of the *Grievance Redressal Committee for Sexual Harassment of Women* were circulated to all members for perusal and comments.

All the members of the committee agreed to the agenda wise decisions/resolutions taken in the meeting.

(Continued)

Approval of Minutes:

Agenda Item I: It was found that no cases of Sexual Harassment of women had been reported since the last meeting, neither from students nor from teaching and non-teaching employees.

Agenda item II: It was decided that in continuance of the decision taken in the previous meeting, female student volunteers should be appointed from each class to keep a vigil on the day to day activities of the students and report to the committee in case of harassment of female students. It was decided that as done earlier, the members of the committee would interact with the female employees of the college informally from time to time to make them aware of the presence of the committee and its scope.

Agenda Item III: The members expressed satisfaction as no complaint of sexual harassment had been received by the committee since its last meeting. It was felt that the college environment is conducive for female employees and students.

The meeting was adjourned at 5:00 pm with a vote of thanks to the chair.

A handwritten signature in black ink is written over a circular stamp. The stamp has the letters 'FMS' in the center. The outer ring of the stamp contains the text 'F. M. S. College, Durgam Cheruvu, Bangalore'.

Prof. Krishna Roy

Convenor- Grievance Redressal Committee for Sexual Harassment of Women

Date: 13th December, 2019

Name of the Document: Notice from the GR committee
Academic Year: 2018-19

Dr. B. C. Roy Engineering College, Durgapur

Grievance Redressal Committee for Sexual Harassment of Women

18th Dec, 2018

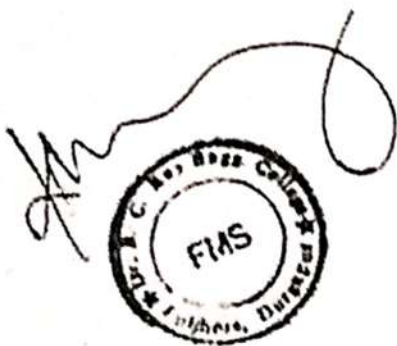
Notice

Notice is hereby given to all the members of the Grievance Redressal Committee for Sexual Harassment of Women to inform that a meeting will be held on *20th December 2018 at 3:00 pm* at the Director's Board Room regarding issues of Sexual Harassment of Women since January, 2018. The agenda of the meeting are as follows:

Agenda I: Grievances reported since the last meeting of the committee and actions taken.

Agenda II: Suggestions for minimising Sexual Harassment of Women

Agenda III: Miscellaneous



Prof. Krishna Roy

Convenor- Grievance Redressal Committee for Sexual Harassment of Women

Name of the Document: Grievance Redressal (GR) committee and minutes of meeting
Academic Year: 2018-19

Minutes of the 4th meeting of the Grievance Redressal Committee for Sexual Harassment of Women

Title of the Committee: Grievance Redressal Committee for Sexual Harassment of Women

Type of Meeting: Yearly

Date: December 20, 2018

Time: 3:00 pm

Meeting held at: Director's Board Room

Attendees:

1. Dr Pijush Pal Roy	Director	Special Invitee
2. Dr. Sharmistha De Dutta	Assistant Professor	Member
3. Prof. Rupali	Assistant Professor	Member
4. Prof. Debipriya Dutta	Assistant Professor	Member
5. Dr Dola Sinha	Assistant Professor	Member
6. Prof. Krishna Roy	Assistant Professor	Convenor

The Convenor of the *Grievance Redressal Committee for Sexual Harassment of Women* requested Director Dr. Pijush Pal Roy to chair the meeting. The Director extended greetings to all the members present in the meeting and explained in details the objective of the meeting. After discussing the importance of the meeting in adherence with the norms of the Supreme Court ruling, he handed the responsibility over to the Convenor of the Committee to conduct the rest of the meeting.

Routine Items: Confirmation of the minutes of the 3rd meeting of the *Grievance Redressal Committee for Sexual Harassment of Women* held on 18th January, 2018.

The minutes of the 3rd meeting of the *Grievance Redressal Committee for Sexual Harassment of Women* were circulated to all members for perusal and comments.

All the members of the committee agreed to the agenda wise decisions/resolutions taken in the meeting.

(Continued)

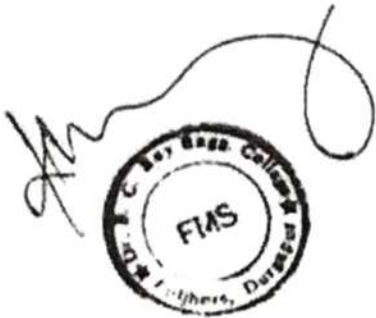
Approval of Minutes:

Agenda Item I: It was found that no cases of Sexual Harassment of women had been reported since the last meeting, neither from students nor from teaching and non-teaching employees.

Agenda item II: It was decided that in continuance of the decision taken in the previous meeting, female student volunteers should be appointed from each class to keep a vigil on the day to day activities of the students and report to the committee in case of harassment of female students. It was decided that as done earlier, the members of the committee would interact with the female employees of the college informally from time to time to make them aware of the presence of the committee and its scope.

Agenda Item III: The members expressed satisfaction as no complaint of sexual harassment had been received by the committee since its last meeting. It was felt that the college environment is conducive for female employees and students.

The meeting was adjourned at 5:00 pm with a vote of thanks to the chair.

A handwritten signature in black ink is written over a circular stamp. The stamp has a double border. The outer border contains the text "J. C. Bose College" at the top and "Durgam Cheru, Bangalore" at the bottom. The inner border contains the text "FIAS" in the center.

Prof. Krishna Roy

Convenor- Grievance Redressal Committee for Sexual Harassment of Women

Date: 21st December, 2018

Name of the Document: Grievance Redressal (GR) committee
Academic Year: 2017-18

DR. B. C. ROY ENGINEERING COLLEGE
DURGAPUR

BCR/PR/19.08/2017

Date : 22.12.2017

OFFICE OF THE DIRECTOR, BCREC

Vice Principal
All HODs
Registrar
Head (Admin)
Proctor
Professor I/C, Examinations
I/C, Library
Medical Officer
Manager (Fin), Manager (Admin), Manager (PR)
Warden, Boys' Hostel/Matron, Girls' Hostels

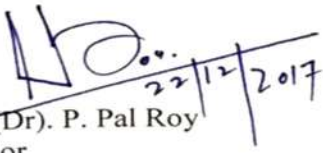
Sub : Hon'ble Supreme Court of India norms as per ruling (JT 1997 (7) SC 384

As per section 4 of Sexual Harassment of women at Workplace (Prevention, Prohibition and Redressal Act, 2013) a Committee comprising of the following members is constituted to deal with allegations of harassment that may be filed by employees and students.

1. Prof. (Dr). Sharmistha De Dutta, Asst. Prof (Basic Sc & Hum), Contact No - -
Convener
2. Prof. Debipriya Dutta, Asst. Prof (ECE), Contact No : , Member
3. Prof. (Dr). Dola Sinha, Asst. Prof (EE), Contact No : , Member
4. Prof. Rupali, Asst. Prof (ME), Contact No : , Member

The Committee shall promptly investigate alleged cases of harassment, pinpoint responsibilities and submit report to the Director, BCREC within a week of the reported incident.

The human rights of lady employees and students who have lodged complaints must be respected.


22/12/2017
Prof. (Dr). P. Pal Roy
Director
BCREC

Copy to President, BCREC – For kind information

Name of the Document: Notice from the GR committee
Academic Year: 2017-18

Dr. B. C. Roy Engineering College, Durgapur
Grievance Redressal Committee for Sexual Harassment of Women

16th Jan, 2018

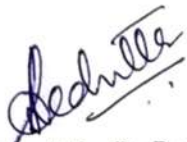
Notice

Notice is hereby given to all the members of the Grievance Redressal Committee for Sexual Harassment of Women to inform that a meeting will be held on *18th January, 2018 at 3:00 pm* at the Director's Board Room regarding issues of Sexual Harassment of Women since August 2016. The agenda of the meeting are as follows:

Agenda I: Grievances reported since the last meeting of the committee and actions taken.

Agenda II: Suggestions for minimising Sexual Harassment of Women

Agenda III: Miscellaneous



Dr. Sharmistha De Dutta

Convenor- Grievance Redressal Committee for Sexual Harassment of Women



**Name of the Document: Grievance Redressal (GR) committee
minutes of meeting
Academic Year: 2017-18**

Minutes of the 3rd meeting of the Grievance Redressal Committee for
Sexual Harassment of Women

**Title of the Committee: Grievance Redressal Committee for Sexual
Harassment of Women**

Type of Meeting: Yearly

Date: January 18, 2018

Time: 3:00 pm

Meeting held at: Director's Board Room

Attendees:

1. Dr Pijush Pal Roy	Director	Special Invitee
2. Dr. Sharmistha De Dutta	Assistant Professor	Convenor 
3. Prof. Rupali	Assistant Professor	Member
4. Prof. Debipriya Dutta	Assistant Professor	Member
5. Dr Dola Sinha	Assistant Professor	Member

The Convenor of the Grievance Redressal Committee for Sexual Harassment of Women requested Director Dr. Pijush Pal Roy to chair the meeting. The Director extended greetings to all the members present in the meeting and explained in details the objective of the meeting. After discussing the importance of the meeting in adherence with the norms of the Supreme Court ruling, he handed the responsibility over to the Convenor of the Committee to conduct the rest of the meeting.

Routine Items: Confirmation of the minutes of the 2nd meeting of the *Grievance Redressal Committee for Sexual Harassment of Women* held on 26th August, 2016.

The minutes of the 2nd meeting of the *Grievance Redressal Committee for Sexual Harassment of Women* were circulated to all members for perusal and comments.

All the members of the committee agreed to the agenda wise decisions/resolutions taken in the meeting.

(Continued)

Approval of Minutes:

Agenda Item I: It was found that no cases of Sexual Harassment of women had been reported since the last meeting, neither from students nor from teaching and non-teaching employees.

Agenda item II: It was decided that in continuance of the decision taken in the previous meeting, female student volunteers should be appointed from each class to keep a vigil on the day to day activities of the students and report to the committee in case of harassment of female students. It was decided that as done earlier, the members of the committee would interact with the female employees of the college informally from time to time to make them aware of the presence of the committee and its scope.

Agenda Item III: The members expressed satisfaction as no complaint of sexual harassment had been received by the committee since its last meeting. It was felt that the college environment is conducive for female employees and students.

The meeting was adjourned at 5:00 pm with a vote of thanks to the chair.



Dr. Sharmistha De Dutta

Convenor- Grievance Redressal Committee for Sexual Harassment of Women

Date: 19th January, 2018



**Name of the Document: Grievance Redressal (GR) committee
Academic Year: 2016-17**

**DR. B.C. ROY ENGINEERING COLLEGE
DURGAPUR**

No- BCR/PR/19.08/2016

Date: July 27, 2016

OFFICE OF THE PRINCIPAL, BCREC

Vice Principal
All Head of the Departments
Registrar
Head (Admin)
Proctor
Professor I/C, Examinations
I/C, Library
Medical Officer,
Manager, Finance, Manager, Admin, Manager (PR)
Warden, Boys Hostels / Matron, Girls' Hostels

Sub: Hon'ble Supreme Court of India norms as per ruling (JT 1997 (7) SC 384

As per section 4 of Sexual Harassment of women at Workplace (Prevention, Prohibition and Redressal Act, 2013) a Committee comprising of the following members is constituted to deal with allegations of harassment that may be filed by employees and students.

1. **Prof. Keka Hajra**, ECE Department & Hostel Superintendent , Ladies Hostels, Contact No.- 9434535583
2. **Prof. (Dr.) Arunava Mookherjee**, BS & HU, Contact No.- 9474112173
3. **Prof. Krishna Roy**, FMS, Contact No.- 9434020293
4. **Prof. Kamalika Tewari**, EIE Department, Contact No.-9474542130

The Committee shall promptly investigate alleged cases of harassment, pinpoint responsibilities and submit report to the Principal within a week of the reported incident.

The human rights of lady employees and students who have lodged complaints must be respected.



(Prof. A. Sinha)
PRINCIPAL

Copy to President, BCREC – for kind information

Name of the Document: Notice from the GR committee
Academic Year: 2016-17

Dr. B. C. Roy Engineering College, Durgapur

Grievance Redressal Committee for Sexual Harassment of Women

23rd Aug, 2016

Notice

Notice is hereby given to all the members of the Grievance Redressal Committee for Sexual Harassment of Women to inform that a meeting will be held on *26th August, 2016 at 3:00 pm* at the Principal's Board Room regarding issues of Sexual Harassment of Women since August 2015. The agenda of the meeting are as follows:

Agenda I: Grievances reported since the last meeting of the committee and actions taken.

Agenda II: Suggestions for minimising Sexual Harassment of Women

Agenda III: Miscellaneous



Prof. Krishna Roy

Convenor- Grievance Redressal Committee for Sexual Harassment of Women

**Name of the Document: Grievance Redressal (GR) committee
minutes of meeting
Academic Year: 2016-17**

Minutes of the 2nd meeting of the Grievance Redressal Committee for
Sexual Harassment of Women

Title of the Committee: **Grievance Redressal Committee for Sexual
Harassment of Women**

Type of Meeting: Yearly

Date: August 26, 2016

Time: 3:00 pm

Meeting held at: Principal's Board Room

Attendees:

1. Dr. Amitava Sinha	Principal	Special Invitee
2. Dr. Arunava Mookherjee	Associate Professor	Member
3. Prof. Keka Hajra	Assistant Professor	Member
4. Prof. Krishna Roy	Assistant Professor	Convenor
5. Prof. Kamalika Tiwari	Assistant Professor	Member

The Convenor of the *Grievance Redressal Committee for Sexual Harassment of Women* requested Principal Dr. Amitava Sinha to chair the meeting. The Principal extended greetings to all the members present in the meeting and explained in details the objective of the meeting. After discussing the importance of the meeting in adherence with the norms of the Supreme Court ruling, he handed the responsibility over to the Convenor of the Committee to conduct the rest of the meeting.

Routine Items: Confirmation of the minutes of the 1st meeting of the *Grievance Redressal Committee for Sexual Harassment of Women* held on 25th August, 2015.

The minutes of the 1st meeting of the *Grievance Redressal Committee for Sexual Harassment of Women* were circulated to all members for perusal and comments.

All the members of the committee agreed to the agenda wise decisions/resolutions taken in the meeting.

(Continued)

Approval of Minutes:

Agenda Item I: It was found that no cases of Sexual Harassment of women had been reported since the last meeting, neither from students nor from teaching and non-teaching employees.

Agenda item II: It was decided that in continuance of the decision taken in the previous meeting, female student volunteers should be appointed from each class to keep a vigil on the day to day activities of the students and report to the committee in case of harassment of female students. It was decided that as done earlier, the members of the committee would interact with the female employees of the college informally from time to time to make them aware of the presence of the committee and its scope.

Agenda Item III: The members expressed satisfaction as no complaint of sexual harassment had been received by the committee since its last meeting. It was felt that the college environment is conducive for female employees and students.

The meeting was adjourned at 5:00 pm with a vote of thanks to the chair.

A handwritten signature in black ink is written over a circular stamp. The stamp has a double border. The outer border contains the text 'F. C. Roy Road, Cuttack' at the top and 'Prof. Krishna Roy, Director' at the bottom. The inner border contains the text 'FMS' in the center.

Prof. Krishna Roy

Convenor- Grievance Redressal Committee for Sexual Harassment of Women

Date: 27th August, 2016

**Name of the Document: Grievance Redressal (GR) committee
Academic Year: 2015-16**

**DR. B.C. ROY ENGINEERING COLLEGE
DURGAPUR**

No- BCR/PR/19.08

Date: August 13, 2015

OFFICE OF THE PRINCIPAL, BCREC

Vice Principal
All Head of the Departments
Registrar
Head (Admin)
Proctor
Professor I/C, Examinations
I/C, Library
Medical Officer,
Manager, Finance, Manager, Admin, Manager (PR)
Warden, Boys Hostels / Matron , Girls' Hostels


Sub: Hon'ble Supreme Court of India norms as per ruling (JT 1997 (7) SC 384

As per section 4 of Sexual Harassment of women at Workplace (Prevention, Prohibition and Redressal Act, 2013) a Committee comprising of the following members is constituted to deal with allegations of harassment that may be filed by employees and students.

1. Prof. Keka Hajra, ECE Department & Hostel Superintendent , Ladies Hostels,
Contact No.- 9434535583
2. Prof. Krishna Roy, FMS, Contact No.- 9434020293
3. Prof. (Dr.) Aparna Chakraborty, Basic Sc. & Humanities, Contact No.- 8967678218
4. Prof. (Dr.) Arunava Mookherjee, Prof. I/C, APC, Contact No.- 9474112173

The Committee shall promptly investigate alleged cases of harassment, pinpoint responsibilities and submit report to the Principal within a week of the reported incident.

The human rights of lady employees and students who have lodged complaints must be respected.


B. C. Roy Engineering College
DURGAPUR
(Prof. A. Sinha)
PRINCIPAL

Copy to President, BCREC – for kind information

**Name of the Document: Grievance Redressal (GR) committee
minutes of meeting
Academic Year: 2015-16**

Minutes of the 1st meeting of the Grievance Redressal Committee for
Sexual Harassment of Women

**Title of the Committee: Grievance Redressal Committee for Sexual
Harassment of Women**

Type of Meeting: Yearly

Date: August 25, 2015

Time: 3:00 pm

Meeting held at: Principal's Board Room

Attendees:

1. Dr Amitava Sinha	Principal	Special Invitee
2. Dr. Arunava Mookherjee	Associate Professor	Member
3. Prof. Keka Hajra	Assistant Professor	Member
4. Prof. Krishna Roy	Assistant Professor	Convenor
5. Dr. Aparna Chakraborty	Associate Professor	Member

The Convenor of the *Grievance Redressal Committee for Sexual Harassment of Women* requested Principal Dr. Amitava Sinha to chair the meeting. The Principal extended greetings to all the members present in the meeting and explained in details the objective of the meeting. After discussing the importance of the meeting in adherence with the norms of the Supreme Court ruling, he handed the responsibility over to the Convenor of the Committee to conduct the rest of the meeting.

(Continued)

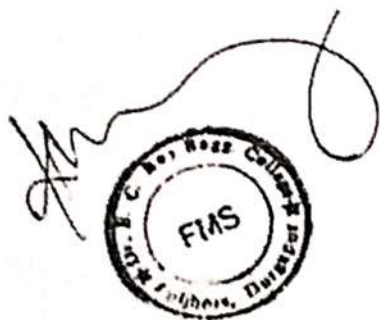
Approval of Minutes:

Agenda Item I: It was found that no cases of Sexual Harassment of women had been reported till August, 2015, neither from students nor from teaching and non-teaching employees.

Agenda item II: It was decided that female student volunteers should be appointed from each class to keep a vigil on the day to day activities of the students and report to the committee in case of harassment of female students. It was decided that the members of the committee would interact with the female employees of the college informally from time to time to make them aware of the presence of the committee and its scope.

Agenda Item III: Prof. Keka Hajra suggested that installation of CCTV cameras in the college premises could be beneficial for ensuring better monitoring incase cases of sexual harassment are reported within the college premises.

The meeting was adjourned at 5:00 pm with a vote of thanks to the chair.

A handwritten signature in black ink is written over a circular stamp. The stamp contains the text 'FMS' in the center and 'F. M. S. College, Durgam Cheruvu, Hyderabad' around the perimeter.

Prof. Krishna Roy

Convenor- Grievance Redressal Committee for Sexual Harassment of Women

Date: 26th August, 2015

Vigilance awareness week (included in other relevant documents)

Vigilance awareness week is celebrated in our institute with serious effort. Expert organisations are invited for the speeches and workshops. The students are encouraged to register and attend the sessions. The following documents are attached in support.

Name of the Event: Vigilance awareness week

Academic Year: 2019-20

Duration: 28/10/2019-02/11/2020

BCREC
Marketing Public Relations <publicrelations@bcrec.ac.in>

Observance of Vigilance Awareness Week-2019 at Durgapur Steel Plant
2 messages

acvodsp@saildsp.co.in <acvodsp@saildsp.co.in>
To: publicrelations@bcrec.ac.in
Fri, Sep 13, 2019 at 12:57 PM

Sub: Observance of Vigilance Awareness Week-2019

Respected Sir,

During the observance of Vigilance Awareness Week-2019, commencing from 28th October to 2nd November, 2019, the Vigilance Department of Durgapur Steel Plant will organize Elocution competition on 01.11.2019 for College students. The required details are appended below:

Topic : "Integrity – A way of Life"
Time allowed : 05 minutes (Max)
Eligibility : Open to College Students
Venue :
Date : 01.11.2019
Time : 09.30 hrs to 17.00 hrs.
Medium : English

It is requested for participation of your esteemed college in the said elocution competition and to send the nomination of about 10 (ten) participant students of your college to the office of undersigned over phone, followed by written confirmation at the earliest.
Addl. Chief Vigilance Officer
2nd floor, Project Building
Durgapur Steel Plant
Durgapur-3
Email: acvodsp@saildsp.co.in
Contact Phone Nos.: BSNL – 0343-2574349
Mobile Nos.: 9434792355, 9434792562, 9434791792, 9434792374 and 9434792607

Note:
1. The participants are requested to make their own arrangement for reaching the venue positively by 9.15AM on 01.11.2019.
2. There will be arrangement of refreshments for participating candidate.

Thanking you,
Yours faithfully
B Panda
ACVO & DGM(I/C) Vigilance
Durgapur Steel Plant
Ph:- 03432574349
Director
May kindly consider
Approved as in A:
13/9/2019

1) Participation key ~
for mid level team of
5/6 students may
be organized jointly by
Humanities Deptt play
NSS, if desired.
2) This will help further
strengthen support with
SAIL/DSP for gainful use.
Hek... 13/9/19

Marketing Public Relations <publicrelations@bcrec.ac.in>
To: Director BCREC <director@bcrec.ac.in>, Amitava Chakravarty <amitava.chakravarty@bcrec.ac.in>, Ruma Mitra <ruma.mitra@bcrec.ac.in>, madusree kole <madusree.kole@bcrec.ac.in>
Fri, Sep 13, 2019 at 1:59 PM

Name of the Event: Vigilance awareness week

Academic Year: 2019-20

Duration: 28/10/2019-02/11/2020



Karate (included in other relevant documents)

The girl students are encouraged to undertake **Karate** training for their physical security. Regular karate training facility is provided in the institute.



Name of the Document: Karate of the girl students
Academic Year: 2015-16



2. Counseling

Institute believes that a strong mind is important for every progress along with taking care of regular mental stresses in the ups and downs of the study, societal conditions, career, jobs etc. So, the institute take a parental care of the mental health of the students by providing the counseling facility on regular basis. **Dr. Manish Roy** has been appointed by the institute for the said purpose of counseling the students on every week. Students get help from the counselor regarding their learning and emotional well being, their personal problems and conflicts regarding learning and adjustment in the college atmosphere. The counselor addresses the behavioral issues of the students and bring them back to normalcy by resolving those. The supporting documents are attached.

Name of the Document: **Appointment letter of the counselor** Academic Year: 2015-16

	Dr. B. C. ROY ENGINEERING COLLEGE, Durgapur (Approved by AICTE & Affiliated to WBUT) Campus : Jemua Road, Fuljhore, Durgapur-713206 (W.B.), India ☎ : (0343) 250-1353/4106/4121/2449, Fax : (0343) 250-4059/3424 E-mail : info@bcrec.ac.in • Website : www.bcrec.ac.in
BCR/Appt/42/ 5876	Date: -07/04/2016
To Dr. Manish Roy 14A, Madan Mohantala Street Kolkata - 700005.	
Sub: -Appointment as Students' Counsellor in Dr. B. C. Roy Engineering College, Dr. B.C.Roy Polytechnic and Dr. B.C. Roy College of Pharmacy, Durgapur.	
On the basis of your qualification and experience, the authorities of Dr. B.C.Roy Engineering Group of Colleges are pleased to appoint you as Students' Counsellor on following terms & conditions:	
<ul style="list-style-type: none">• Honorarium• Reporting to• Tentative Weekly Load	<ul style="list-style-type: none">: Rs. 500/- (Rupees five hundred only) per session: Principal of respective college: 04 days per week (2 days in BCREC, 1 day each in BCRCP and BCRP)
Your roles and responsibilities will be as under:	
<ul style="list-style-type: none">i) Working as a mediator between the student and the college authorities to positively influence the learning and emotional well being of students.ii) Advising the students on their personal problems and help with solving problems and conflicts related to learning and adjustment in the college.iii) Recognizing the behavioral issues of the students and provides solutions to handle them.	
You are required to sign your attendance on days of visit at respective Institute for facilitating payments etc.	
 (D. Mitra) President	
Copy forwarded for information and necessary action to: -	
<ul style="list-style-type: none">1. Principal, BCREC2. Principal, BCRCP3. Principal, BCRP4. Registrar, BCREC5. Manager (Finance)6. Personal File7. Office Copy	
Prepared by Registrar	

3. Common Rooms

To have an all round shaping of the mind and to have a good time beyond the study hours, the students need refreshing by involving themselves into activities such as sports, reading news papers, following good TV programmes etc. There are a lot of opportunities and facilities provided by the institute in taking care of the overall growth of the body-mind of its boarders. Common room facilities are provided in each of the two hostels of the girls' students. (along with in the hostels of the boys students). The common rooms are provided with indoor sports facilities, news papers and TV set with cable connection. The photograph inside the common room of Sister Nivedita Girls Hostel is given below.



Table tennis facility and TV set with cable connection inside the common room of Sister Nivedita Girls' Hostel.



Carom playing facility inside the common room of Sister Nivedita Girls' Hostel.

Separate **gymnasium**

Separate **gymnasium** is provided for the girls and the boys students. The gyms are provided with updated equipments.



4. Any other relevant information

The above documents are only samples of all the documents for last five years (2015-16, 2016-17, 2017-18, 2018-19, 2019-20). The remaining is included here for reference. This is uploaded and the link is shared.

- Seminars, Debates, Group discussions for both girls and boys on a single platform.
- Subjects taught to develop students' sensibility about gender issues.
- Cyber Crime and Cyber security awareness programme.
- E-cell
- Celebration of different programmes like "Nabinbaran" (Fresher's Welcome), Independence day, Republic day etc.
- Tree plantation programme
- Blood donation drive and organ donation pledge
- NCC training
- Various committees involving women faculties/ Staffs in appropriate proportions. (Welfare association, Alumni Committee, IQAC, Library committee, Training and Placement Cell, Cultural Function Committee).

FOR MORE DETAILS CLICK THE BELOW LINK —

www.bcrec.ac.in/ADDITIONAL_INFORMATION_7_1_1.html

-End of Document-