13 Dec 2020

# **Internal Complaint Cell**

All the teachers and students are hereby being informed that the institute has formed an Internal Complaint Committee. If there is any complaint regarding Sexual harassment, kindly contact the following members of the committee.

Sr.No.	Name	Designation	Mobile No/Email ID.
1 Miss Naziya Parveen Assistan		Assistant Professor	7875452615
		(Mathematics) Chairman	naazparveen96@gmail.com
2	Dr. Wajed Khan	Assistant Professor	7588089276
		(Microbiology) Member &	Wajed982313@gmail.com
		Legal Advisor	
3	Dr. Imran Pathan	Assistant Professor (English)	9657086976
		Member	Khan.imranfk@gmail.com
4	Mrs Shaista Parveen	Assistant Professor	9422821100
		(Mathematics) Member	Shaistaparveen83@gmail.com
5	Khan Farheen	Assistant Professor (Botany)	9552740861
		Member	farheenwaseemsk@gmail.com

In-Charge Director

Incharge Director
Dr.Rafiq Zakaria Centre for High
Learning & Advanced Research



# Dr. Rafiq Zakaria Campus

Dr. Rafiq Zakaria Centre for Higher Learning & Advanced Res

Dr. Rafiq Zakaria Marg, Rauza Bagh, Aurangabad.431001 Tele-Fax.No. ( 0240- 2382820 / 2381102 )

Date: 20/07/2022

#### **Internal Compliant Committee**

Dr. Rafiq Zakaria Centre for Higher Learning & Advanced Research,

#### Aurangabad

The Internal Compliant Committee of the Dr. Rafiq Zakaria Centre for Higher Learning & Advanced Research was reconstituted on 20<sup>th</sup> July, 2022 Consists of 1 chairman and members as follows.

Sr.No.	Name	Designation	Mobile No/Email ID
1	Miss Naziya	Assistant Professor (Maths)	naazparveen96@gmail.com
	Parveen	Chairman	7875452615
2.	Miss. Khan	Assistant Professor	farheenwaseemsk@gmail.com
	Farheen	(Botany) Member	9552740861
3	Dr. Wajed Khan	Assistant Professor	wajed982313@gmail.com
		(Microbiology) Member &	7588089276
		Legal Advisor	
4	Dr. Imran Abdul	Assistant Professor	Khan.imranfk@gmail.com
	Latif	(English) Member	9657086976
5	Miss. Shaista	Assistant Professor	Shaistaparveen83@gmail.com
	Parveen	(Mathematics) Member	9422821100

Incharge Director

Incharge Director
Dr.Rafiq Zakaria Centre for Higher
Learning & Advanced Research
Aurangabad.

### **Internal Complaint Cell**

#### **Action Taken Report**

16<sup>th</sup> Dec 2020

The internal complaint committee conducted a meeting with all the precautions of COVID-19 on 15<sup>th</sup> Dec 2020 in Department of mathematics and discussed the issues.

Due to the Covid-19 restrictions, students are not there in the college as online classes are going on. Therefore, no complaint has been received by any of the member of the internal complaint committee till date.

Mrs Naziya Parveen

(Chairman, ICC)

In-charge Director

Incharge Director

Dr.Rafiq Zakaria Centre for Higher
Learning & Advanced Research
Aurangabad.

# **Internal Complaint Cell**

#### **Action Taken Report**

14th April, 2021

The internal complaint committee conducted a meeting with all the precautions of COVID-19 on 13<sup>th</sup> April, 2021 in Department of mathematics and discussed the issues.

Due to the Covid-19 restrictions, students are not there in the college as online classes are going on. Therefore, no complaint has been received by any of the member of the internal complaint committee till date.

Mrs Naziya Parveen

(Chairman, ICC)

In-charge Director
Incharge Director
Dr.Rafiq Zakaria Centre for Higher
Learning & Advanced Reserved
Aurangabad.

# Dr. Rafiq Zakari Campus Dr. Rafiq Zakaria Centre for Higher Learning & Advanced Innegated Acceptance of the Research, Rauza Baugh, Aurangabad-431001

### **Internal Complaint Cell**

#### **Action Taken Report**

29<sup>th</sup> Dec, 2021

The meeting of ICC was held on 28<sup>th</sup> Dec, 2021in the department of mathematics. The chairman & members of ICC discussed the issues related to harassment. No complaint has been received by any of the member of internal complaint committee till date. The members also arrange the guest lecture about the rights of women on 10<sup>th</sup> January 2022, to aware the students.

Mrs Naziya Parveen

(Chairman, ICC)

In-charge Director

Incharge Director
Dr.Rafiq Zakarla Centre for Hig'
Learning & Advanced Research
Aurangabad.

### **Internal Complaint Cell**

#### **Action Taken Report**

16th March, 2022

The meeting of ICC was held on 15<sup>th</sup> March, 2022 in the department of mathematics. The chairman & members of ICC discussed the issues related to harassment. Since there is a healthy environment in the college campus so no complaint has been received by any of the member of internal committee till date. The committee also discussed about the successful programme of women's day celebration on 8<sup>th</sup> march 2022. The Director of the institute appreciated and congratulated to the members of the ICC for the success of programm.

Mrs Naziya Parveen

(Chairman, ICC)

In-charge Director
Incharge Director
Incharge Director
Or.Rafiq Zakaria Centre for HighLearning & Advanced Research
Aurangabad.



#### **Internal Complaint Cell**

#### **Action Taken Report**

24th July, 2022

The meeting of internal complaints committee was held on 22<sup>nd</sup> July, 2022, in the department of mathematics and discussed the issues related to harassment. However, the members enquired the students in the classes personally if they have any complaint about harassment also they have given their contact numbers. There were no complaint has been received by any of the member of internal complaints committee till date.

Dr. Naziya Parveen

(Chairman, ICC)

In-charge Director

Incharge Director

Dr.Rafiq Zakaria Centre for High
Learning & Advanced Research
Aurangabad.

### **Internal Complaint Cell**

#### **Action Taken Report**

8th Dec, 2022

The meeting of ICC was held on 6<sup>th</sup> Dec 2022 in the department of mathematics. The chairman & members planned the programme for awareness campaign about women respect also awareness program for both girls and boys equality. They planned to arrange different competitions for both girls and boys. Also arrange a guest lecture on international women's day i.e. on 8<sup>th</sup> March 2023.

The members of the committee discussed about the healthy and congenial environment in the campus as there were no complaints on sexual harassment against girls.

Dr. Naziya Parveen

(Chairman, ICC)

In-charge Director

Incharge Director

Dr.Rafiq Zakaria Centre for High
Learning & Advanced Research
Aurangabad.

### **Internal Complaint Cell**

#### **Action Taken Report**

11th March., 2023

The meeting of ICC was held on 10<sup>th</sup> March 2023 in the department of mathematics. The chairman discussed about the Mehendi and Rangoli competitions which was held on 6<sup>th</sup> March 2023. The director of the institute appreciated to ICC members for involving both girls and boys in the Rangoli competition. The theme of Rangoli was on the topic of women. All the participant were awarded by the certificate on International Women's Day, 8<sup>th</sup> March 2023. ICC committee also arranged the guest lecture on the same day.

The director of the institute appreciated & congratulated to ICC members for the grand success of the programme

The members of the committee discussed about the healthy and congenial environment in the campus as there were no complaints on sexual harassment against girls.

Dr. Naziya Parveen

(Chairman, ICC)

In-charge Director

Dr.Rafiq Zakaria Centre for Ho-Learning & Advanced Research Aurangabad.

# **Internal Complaint Cell**

#### Meeting-Record

Sr. No.	Agenda of the Meeting	Date	No. of Teachers	Action Taken
1	To discuss and review if any complaints are received by the committee	15/12/2020	05	No complaint received as online classes are going due to covid.
2	To discuss and review if any complaints are received by the committee	13/04/2021	04	No complaint received as online classes are going due to covid.
3	Any cases relating to sexual harassment  Awareness Programs for rights of women	28/12/2021	05	No complaint has been received by any of the member of internal complaint committee till date. The members also arrange the guest lecture about the rights of women on 10 <sup>th</sup> January 2022, to aware the students.
4	Any sort of objection regarding harassment.  Awareness about women's respect	15/03/2022	05	Since there is a healthy environment in the college campus so no complaint has been received by any of the member of ICC till date. The committee also discussed about the successful programme of women's day celebration on 8 <sup>th</sup> march 2022.
5	Any cases relating to sexual harassment in the college.  Awareness program for both girls and boys.	22/07/2022	05	The members enquired the students in the classes personally if they have any complaint about harassment also they have given their contact numbers. There

				were no complaint has been received.
6	Any cases relating to sexual harassment in the college.  Awareness campaign about women respect  Awareness program for both girls and	06/12/2022	05	Planned to arrange different competitions for both girls and boys. Also arrange a guest lecture on international women's day i.e. on 8th March 2023.
	boys equality			No complaint about sexual harassment received.  The Mehendi and
7	Any complaints about sexual harassment. Other issues like gender sensitization	10/03/2023	04	Rangoli competitions were held on 6 <sup>th</sup> March 2023. The theme of Rangoli was on the topic of women. All the participant were awarded by the certificate on International Women's Day, 8 <sup>th</sup> March 2023. also the guest lecture of the same day.  No complaints on sexual harassment against girls.

Dr. Naziya Parveen (Chairman, ICC)

In-charge Director
Incharge Director
Incharge Director
Jr.Rafiq Zakaria Centre for Higher
Learning & Advanced Research
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