



GLOBAL
INSTITUTE OF
TECHNOLOGY

CIRCULAR

Date 21/02/2022

Subject: 9th Meeting of Internal Complaints Committee

Mode of Meeting: Offline

This is to inform that 9th meeting of the Internal Complaints Committee has been scheduled on 26/02/2022 at 3:00 P.M. in EE Seminar Room.

All the Members are requested to attend the meeting.

The purpose of this meeting is to discuss on discussion on below mention agenda.

Agenda Particulars

Agenda 1: To confirm the minutes of the Meeting of Internal Complaints Committee held on 18/09/2021.

Agenda 3: Planning of Self Defence Workshop for the students.

Agenda 3: Nominating of a new member in the committee.

Agenda 4: Any other point to discuss with permission of chair.

A handwritten signature in black ink, appearing to read 'Manju Mathur'.

**Manju Mathur
Presiding Officer**

Copy to:

1. Principal
2. IQAC
3. Internal Complaints Committee Members



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MINUTES OF MEETING OF INTERNAL COMPLAINTS COMMITTEE

Minutes of Meeting of Internal Complaints Committee

Date : 26/02/2022

Venue: Conference Room, Administrative Block

Meeting Number : 9th

The meeting was attended by following members on 26/02/2021

Sr. No.	Name	Designation
1.	Mrs. Manju Mathur	Presiding Officer
2.	Mrs. Shreya Agarwal	Member
3.	Mrs. Sushila Mahla	Member
4.	Ms. Dimple Bansal	Member
5.	Mr. Pranay Sharma	Member
6.	Ms. Deepa Kumari	Advocate
7.	Mr. Pankaj Jain	Member
8.	Ms. Akansha Tiwari	Member
9.	Ms. Diya Sati	Student Representative

Welcome Note:

Mrs. Manju Mathur initiated the 9th Internal Complaints Committee meeting, warmly welcomed all the participants. She expressed gratitude for their presence and highlighted the significance of the discussions ahead. She further presented the agenda for this meeting.

S. No.	AGENDA	DISCUSSIONS
1.	To confirm the minutes of the Meeting of Internal Complaints Committee held on 18/09/2021.	The committee reviewed and confirmed the minutes of the last meeting. No modifications or objections were raised.
2.	Planning of Self Defence Workshop for the students	Members Planned a Self-defense workshop for our students during the Orientation Program held for Freshers.
3.	Nominating of a new member in the committee	Nomination of Ms. Akansha Tiwari, Member was put up next to the committee.
4.	Any other point to discuss with permission of chair.	No other point to discuss.

Meeting Adjournment:

Mrs. Manju Mathur, expressed gratitude to all members for their participation and commitment. She emphasized the importance of collaboration in achieving the committee's goals and officially adjourned the meeting with thanks to everyone for their time and efforts.

Manju Mathur
Manju Mathur
Presiding Officer



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ATTENDANCE

The meeting was attended by following members on 26/02/2022

Sr. No.	Name	Designation	Signature
1.	Mrs. Manju Mathur	Presiding Officer	<i>Manju</i>
2.	Mrs. Shreya Agarwal	Member	<i>Shreya</i>
3.	Mrs. Sushila Mahla	Member	<i>Sushila</i>
4.	Ms. Dimple Bansal	Member	<i>Dimple</i>
5.	Mr. Pranay Sharma	Member	<i>Pranay</i>
6.	Ms. Deepa Kumari	Advocate	<i>Deepa</i>
7.	Mr. Pankaj Jain	Member	<i>Pankaj</i>
8.	Ms. Akansha Tiwari	Member	<i>Akansha</i>
9.	Ms. Diya Sati	Student Representative	<i>Diya</i>



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ACTION TAKEN REPORT

Major action taken report of 9th Meeting of Internal Complaints Committee held on 26/02/2022

Sr. No.	AGENDA	ACTION TAKEN
1.	To confirm the minutes of the Meeting of Internal Complaints Committee held on 18/09/2021.	Action taken reports of the previous meeting were successfully shared with all members of the Internal Complaints Committee.
2.	Planning of Self Defence Workshop for the students	Committee agreed for the workshop.
3.	Nominating of a new member in the committee	Ms. Akansha Tiwari was nominated in place of Ms. Shaista Khan as new member in the committee.