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## CIRCULAR

**Date 11/01/2023**

**Subject: 11<sup>th</sup> Meeting of Internal Complaints Committee**

**Mode of Meeting: Offline**

This is to inform that 11<sup>th</sup> meeting of the Internal Complaints Committee has been scheduled on 17/01/2023 at 2:30 P.M. in Board Room, GIT.

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 06/08/2022.

Agenda 2: Planning and discussion on measures to Improve Women Health and Hygiene

Agenda 3: Planning regarding bringing awareness on latest Safety and Security measures for violence against women

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

  
**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**

<b>Minutes of Meeting of Internal Complaints Committee</b>	
<b>Date : 17/01/2023</b>	<b>Meeting Number : 11<sup>th</sup></b>
<b>Venue: Conference Room, Administrative Block</b>	

**The meeting was attended by following members on 17/01/2023**

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>
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 11<sup>th</sup> 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.

<b>S. No.</b>	<b>AGENDA</b>	<b>DISCUSSIONS</b>
1.	To confirm the minutes of the Meeting of Internal Complaints Committee held on 06/08/2022.	The committee reviewed and confirmed the minutes of the last meeting. No modifications were raised.
2.	Planning and discussion on measures to Improve Women Health and Hygiene	ICC Members discussed and planned Nutrition Week to promote Women Health and Hygiene.
3.	Planning regarding bringing awareness on latest Safety and Security measures for violence against women	ICC Members suggested "Pink" Movie Screening for students and staff to bring awareness regarding Women rights against Violence.
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**  
**Presiding Officer**

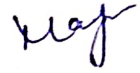




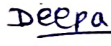


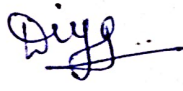




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### ATTENDANCE

The meeting was attended by following members on 17/01/2023

Sr. No.	Name	Designation	Signature
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	



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### **ACTION TAKEN REPORT**

Major action taken report of 11<sup>th</sup> Meeting of Internal Complaints Committee held on 17/01/2023

<b>Sr. No.</b>	<b>AGENDA</b>	<b>ACTION TAKEN</b>
1.	To confirm the minutes of the Meeting of Internal Complaints Committee held on 06/08/2022.	Action taken reports of the previous meeting were successfully shared with all members of the Committee.
2.	Planning and discussion on measures to Improve Women Health and Hygiene	Committee agreed on the proposal.
3.	Planning regarding bringing awareness on latest Safety and Security measures for violence against women	Proposal accepted.