



ADITYA COLLEGE OF ENGINEERING

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Recognized by UGC under Sections 2(f) and 12(B) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

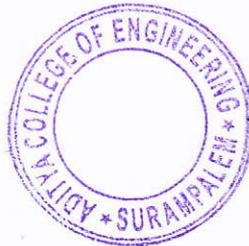
ACOE/WGEOC/2020-21/Constitution of WGEOC

Date: 3-12-2020

NOTICE

Women Grievance and Equal Opportunity Cell is constituted with the following faculty and student members for the academic year 2020-2021 to look after Women Grievances.

S.No	Name of the member	Designation	Role
1	Dr. A.Ramesh	Principal	Chairman
2	Ms P.N.S Lakshmi	Asst. Professor-CSE	Convener
3	Ms P.Jhansi	Asst. Professor-ECE	Member
4	Ms Sangita De	Asst. Professor-CE	Member
5	Ms P.Sridevi	Asst. Professor-ME	Member
6	Ms P.Himaja	Asst Professor-EEE	Member
7	Ms M.Mary Jyothi	Asst. Professor-BSE	Member
8	Ms G.R.N.Padmapriya(Non-Teaching)	Programmer-CSE	Member
9	Ms B.Kanaka Durga(Non-Teaching)	Lab Technician-ECE	Member
10	Ms T.Neelima(18MH1A0204)	III B.Tech(EEE)	Student Member
11	Ms Y.Lavanya(18MH1A04A4)	III B.Tech(ECE)	Student Member
12	Ms K.Sandhya Rani(19MH5A0330)	III B.Tech(ME)	Student Member
13	Ms Ch.Maha Lakshmi(18MH1A0520)	III B.Tech(CSE)	Student Member



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Cc to: Members of Women Grievance and Equal Opportunity Cell



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Ref: ACOE/WGAEOC/2020-21/Circular

Date: 3-12-2020

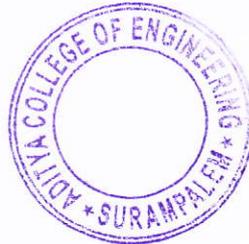
CIRCULAR

The members of the WOMEN GRIEVANCE AND EQUAL OPPORTUNITY CELL are hereby informed to gather in Room No 101, at 3.00 PM on 4-12-2020 in Ramanujan Bhavan to discuss the following Agenda.

AGENDA

- 1) Plan to conduct guest lectures, competitions to promote Gender Equity.
- 2) Time bound redressal of grievances received if any.
- 3) Any other with the permission of chairperson.


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Cc to: All members of Women Grievance and Equal opportunity Cell



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Ref: ACOE/WGEOC/2020-2021/Minutes

Date:4-12-2020.

Minutes of Women Grievance and Equal Opportunity Cell AY 2020-21

Date of meeting	4-12-2020(3:00 to 4:30)
Venue	Roomno:101,Ramanujan Bhavan
Reference	ACOE/IQAC/2020-21/Circular dated 3-12-2020

The meeting of Women Grievance and Equal Opportunity cell of Aditya college of Engineering held on 4-12-2020 with the following agenda:

- 1) Plan to conduct guest lectures and competitions to promote Gender Equity.
- 2) Time bound redressal of grievances received if any.
- 3) Any other with the permission of chairperson.

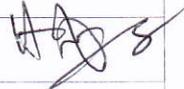
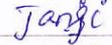
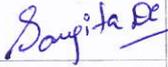
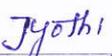
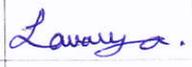
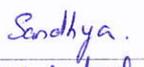
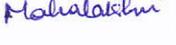
The chairperson welcomed all the members of Women Grievance and Equal Opportunity Cell. The Convener presented the agenda. The points of agenda were discussed and the following resolutions were made.

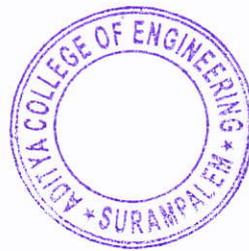
MINUTES AND RESOLUTIONS

- 1) The Chairperson instructed members of committee to conduct Guest Lecture to promote gender discrimination in the institute. The Committee also discussed resource persons for this purpose.
- 2) The committee decided to conduct various competitions and activities like Group Discussions, pick and speak, debate and skit, etc. to create awareness about gender equity.
- 3) The chairperson insisted the committee to solve the complaints within the stipulated time upon receipt.
- 4) The chairperson also informed that minor complaints are dealt by concerned departments effectively and any complains if not dealt, should be forwarded to cell.

5) The Convener suggested committee conduct awareness programs related to health and hygiene for women of the college.

The following members attended meeting on 4-12-2020.

S.No	Name of the member	Designation	Role	Signature
1	Dr. A.Ramesh	Principal	Chairman	
2	Ms P.N.S Lakshmi	Asst. Professor-CSE	Convener	
3	Ms P.Jhansi	Asst. Professor-ECE	Member	
4	Ms Sangita De	Asst. Professor-CE	Member	
5	Ms P.Sridevi	Asst. Professor-ME	Member	
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WOMEN GRIEVANCE & EQUAL OPPORTUNITY COMMITTEE PERSPECTIVE PLAN 2020-21

S.NO	Month of Event	Department /Committee	Name of the Event	SOP(Standard Operating Procedure)	Budget for the Event
1	December	Women Grievance & Equal Opportunity	A seminar on "Breast Cancer awareness"	<ul style="list-style-type: none">➤ Request letter to Principal➤ Budget proposal Submission to Principal➤ Principal invitation to guest➤ Committee Circular➤ Event Report and Photos	8000
2	March	Women Grievance & Equal Opportunity	Debate Competition on the topic: Acid Attack and the Aftermath	<ul style="list-style-type: none">➤ Request letter to Principal➤ Committee Circular➤ Event Report and Photos	
3	July	Women Grievance & Equal Opportunity	Special Guest Lecture program: Seminar on crime against women to make aware and empower them.	<ul style="list-style-type: none">➤ Request letter to Principal➤ Budget proposal Submission to Principal➤ Principal invitation to guest➤ Committee Circular➤ Event Report and Photos	8000


Convener




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Ref: ACOE/WGAEOC/2020-2021/SOP

Date: 3-12-2020

STANDARD OPERATING PROCEDURE FOR WOMEN GRIEVANCE AND EQUAL OPPORTUNITY CELL 2020-21

1. The cell has been initiated with the main objective of creating an effective organizational structure for improving the status of women in the institution.
2. The committee will maintain communication with and advise the institutions administration in planning and monitoring progress for women personnel and students.
3. The committee shall advise the administration about a broad range of issues and concerns that influence women's work lives and status in the institution.
4. The Cell will conduct Educational programs regarding gender equity, work life balance etc.
5. The cell will give counselling and provide support services to the female staff and students in the college.
6. The Cell will provide assistance for taking preventive steps in the matter of gender discrimination.
7. The Cell may form / review the guidelines / policy for redressal of the Grievance as required from time to time, which may be in accordance with those issued by Supreme Court and Government Agencies.
8. The Cell will deal with the complaints of any type of harassment or any other of the female students, teaching and non-teaching women staff of the college.
9. The Cell shall process all the individual complaints and take immediate Suitable action.
10. Female students and staff give their Grievance in the form of letter or oral to any of committee member of the cell.
11. After knowing the grievance of the students or staff, the Committee discusses it with concerned HOD and principal to take appropriate solution.

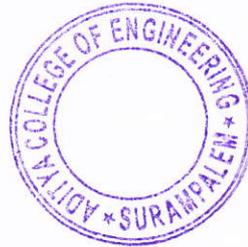
12. Any member found to have harassed another member or guest will be subject to appropriate disciplinary procedure action, including warnings, suspension or termination from roles.

13. The cell will meet at least once every academic year. Other than that; emergency meeting shall be called on receipt of a complaint. The quorum for the meeting should be at least one third of the total members

14. The cell provide appropriate working conditions in respect of work, leisure, health and hygiene to further ensure that there is no hostile environment towards women at work places and that no women employee has reasonable grounds to believe that she is disadvantaged in connection with her employment.

15. The cell promotes educational programs for the workforce regarding gender equality and work-life balance.


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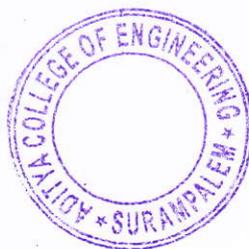
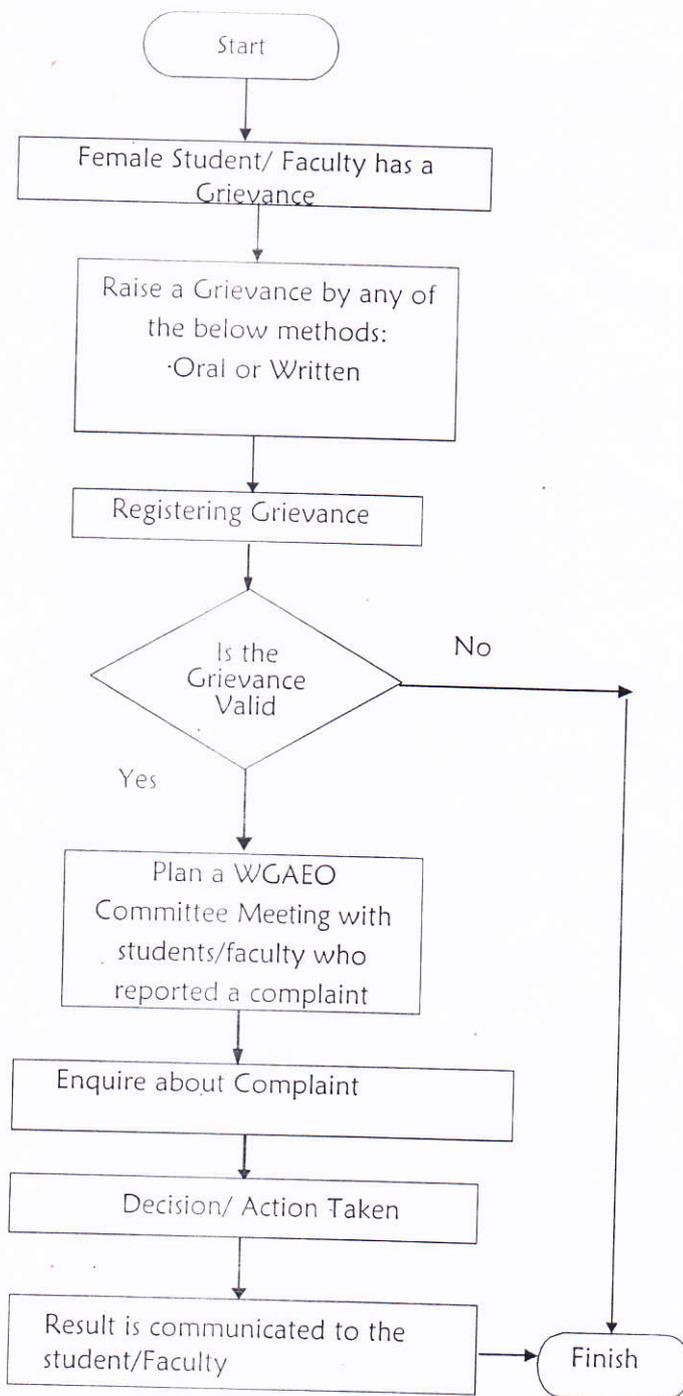


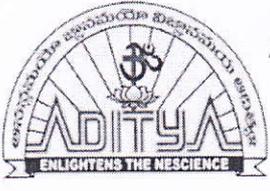
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Flowchart for Grievance Redressal





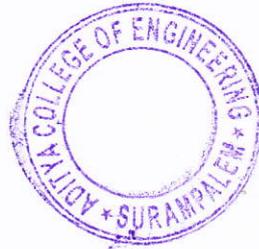
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Summary of Programs conducted by Women Grievance & Equal Opportunity Cell-2020-21

S.NO	Name of Event	Date	Number of students participated	Resource Person
1	A seminar on "Breast Cancer awareness"	17-12-2020	60	Seminar program by Women Grievance and Equal Opportunity Cell- Resource Person: Dr. Indu Aggarwal
2	Debate Competition on the topic: Acid Attack and the Aftermath	16-03-2021	25	Debate Competition organized by the Women Grievance and Equal Opportunity Cell
3	Special Guest Lecture program: Seminar on crime against women to make aware and empower them.	5-07-2021	75	Conducted by Women Grievance and Equal Opportunity Cell





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Date: 17-12-2020.

A Report on "A seminar on "Breast Cancer awareness"

Event Name : A seminar on "Breast Cancer awareness"
Speaker of the Event : Dr. Indu Aggarwal
Venue : Seminar Hall
Year of student : II,III,IV year students.
Date : 17-12-2020.
No. of Students Enrolled : 60

The Women Grievance & Equal Opportunity Cell conducted a seminar for first, second, third students on the topic "Breast Cancer Awareness". In this event 60 girl students participated.

Speaker Beginning with a general outlook on all types of cancers, Dr. Aggarwal moved on to talk about the lifestyle changes that are resulting in an increase in breast cancer cases. She highlighted the importance of regular self-inspection and clinical self-examination for the early detection of breast cancer as 80% cases are detected at the advanced stage.



Participated students in seminar


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Date: 16-03-2021

A Report on Debate Competition on the topic: Acid Attack and the Aftermath

Event Name : Debate Competition on the topic: "Acid Attack and Aftermath"

Venue : Seminar Hall

Year of student : II, III Year Students.

Date : 16-3-2021

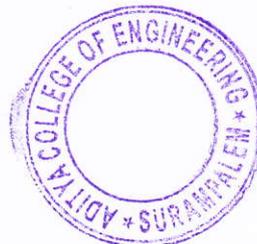
No. of Students Enrolled : 25

The Women Grievance and Equal Opportunity Cell conducted Debate Competition on "Acid Attack and Aftermath". In this event 25 students participated. Some students speak about Causes of the Attack, Impact and aftermath of acid attack like Physical consequences, Psychological Consequences, and how provide support to the acid attack victims and their families.



Participants at ACE Seminar Hall.


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Date: 5-07-2021

A Report on : " Seminar on Crime against women to make aware and empower them"

Event Name :Seminar on "Crime against women to make aware and empower them"

Speaker of the Event :Dr L.Sumalatha

Venue : Seminar Hall

Year of student :II, IIIYear Students

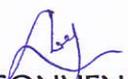
Date :5-07-2021

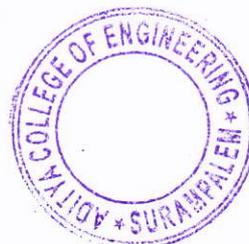
No. of Students Enrolled :75

The women grievance& equal opportunity cell conducted seminar on Seminar on Crime against women to make aware and empower them". Speaker discussed the following. According to the National Crime Records Bureau, 93 women get raped every day in India. Women empowerment makes them aware of their rights, strengths and makes them understand that they are not inferior to anyone and must not tolerate any bad behavior. When they know their rights then they can take necessary action in case of any misconduct with them.



Dr. L.Sumalatha


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