



MGM INSTITUTE'S UNIVERSITY DEPARTMENT OF PROSTHETICS & ORTHOTICS
(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES, NAVI MUMBAI)
(Deemed to be University u/s 3 of UGC Act, 1956)

Grade 'A' Accredited by NAAC
Sector-1, Kamothe, Navi Mumbai-410 209 | Tel.: 022-27437829, 27437620
Email: mgmudpo@mgmuhs.com | Website: www.mgmudpo.edu.in

CIRCULAR

Date: 09th March, 2022

Sub: - Meeting for creating awareness about prevention of sexual harassment and discrimination on the basis of gender

All the members of **INTERNAL COMPLAINT COMMITTEE** and students of all batches are informed that, a meeting is scheduled on 10th March 2022 at 02:00 PM onwards for creating awareness about prevention of sexual harassment and any type of gender discrimination in the college and working place.

Dr. Uttara Deshmukh will give a lecture on this matter.

You are requested to make yourself available for the same.

Thank You,

Dr. Uttara Deshmukh (P&O)
Head of the Department
MGM Institute's University Department of Prosthetics & Orthotics,
Kamothe, Navi Mumbai.

Head of the Department,
MGM INSTITUTE'S UNIVERSITY DEPARTMENT,
OF PROSTHETICS AND ORTHOTICS
NAVI MUMBAI





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List of the Attendees

**Meeting for creating awareness about prevention of sexual harassment
and discrimination on the basis of gender**

Date: -10th March, 2022

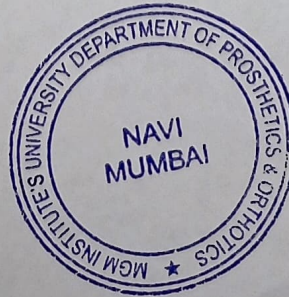
Time: - 02:00 PM -03:00 PM

Venue: - Academic Section, Department of Prosthetics and Orthotics

Sr. No.	Name of the Faculties	Signature
01.	Dr. Uttara Deshmukh (P&O)	
02.	Dr. Deepshikha Raut (P&O)	
03.	Dr. Subhasish Paikray (P&O)	

Dr. Uttara Deshmukh (P&O)
Head of the Department,
MGM Institute's University Department of Prosthetics and Orthotics,
Kamothe, Navi Mumbai.

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MINUTES OF THE MEETING

Meeting for creating awareness about prevention of sexual harassment and discrimination on the basis of gender

Date: - 10th March, 2022.

Time: - 02.00 PM -03.00 PM

Venue: - Academic Section, Department of Prosthetics and Orthotics

Presence: - 3 faculty and 26 students.

Members of the committee: -

Dr. Uttara Deshmukh (P&O)

Dr. Deepshikha Raut (P&O)

Dr. Subhasish Paikray (P&O)

Mr. Krutik Jadhav – Student Member.

Ms. Prajakta Tari – Student Member.

Ms. Pranaya More - Student Member.

ICC Role and Responsibilities:

The Internal Complaint Committee (ICC) on Sexual Harassment at MGM Institute's University Department of Prosthetics and Orthotics plays a crucial role in ensuring a safe and respectful environment for all students and staff. Their primary responsibilities include:

Complaint Handling: The ICC is responsible for receiving, documenting and addressing complaints related to sexual harassment promptly and confidentially.

Investigation: They conduct impartial and thorough investigations into reported incidents, ensuring fairness and sensitivity throughout the process.

Support and Guidance: Offering support to complainants, respondents, and witnesses, while also guiding them through the complaint resolution process.

Awareness and Training: Organizing awareness programs and training sessions on sexual harassment prevention and reporting procedures.

Policy Enforcement: Ensuring compliance with institutional policies and relevant laws related to sexual harassment prevention and response.

Recommendations: Making recommendations based on investigation findings to the university administration for appropriate action, including disciplinary measures if necessary.



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Record Keeping: Maintaining confidential records of all complaints, investigations and actions taken for future reference and reporting.

Prevention Initiatives: Proactively working to prevent sexual harassment through policy revisions, awareness campaigns and creating a culture of respect.

Annual Reports: Compiling and submitting annual reports to the university administration, summarizing the committee's activities and recommending any policy changes or improvements.

Confidentiality: Ensuring the confidentiality of all parties involved and treating all cases with utmost discretion.

The ICC serves as a vital safeguard against sexual harassment, promoting a safe and inclusive learning and working environment within the Department of Prosthetics and Orthotics at MGM Institute of Health Sciences.

Minutes of Meeting:

The meeting was started with the warm welcome by Dr. Uttara Deshmukh, HOD of MGMIUDPO and Presiding officer of Internal Complaint Committee, MGMIUDPO to all students

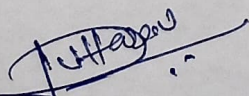
Function of Internal complaint committee is to prevent discrimination and sexual harassment against girls/boys by promoting gender amity among students and employees also conduct periodical programmes on women empowerment.

Dr. Uttara Deshmukh as a head created awareness among all girl students about the above-mentioned topics by a PowerPoint presentation.

Dr. Deepshikha Raut as a member of Internal Complain Committee gave strong emphasis on empowerment of women.

Dr. Subhasish Paikray informed students about the laws and regulations, by which any student can complain about this type of act to higher authorities.

The meeting was ended with discussion and queries raised by students.


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Name of the Activity	:	Meeting with the members of TIC and all students
Date	:	10 th March 2022
Time	:	02.00 PM - 03.00 PM
Venue	:	Academic Section, MGM IUDPO, Kamothe,

LIST OF FACULTIES PARTICIPATED

Sr No.	Name of the Faculty	Signature
01	Dr. Uttara Deshmukh	
02	Dr. Deepshikha Raut	
03	Dr. Subhojit Paikray	

LIST OF STUDENTS PARTICIPATED

Sr No.	Name of the Students	PRNo.	Signature
1	Maniya Ubare	11910600003	
2	Riya Gawade	11910600005	
3	Pranaya More	12110600006	
4	Namrata Shinde	11710600006	
5	Surbhi Waghate	118106000020	
6	Abu, Thalib	11810600002	



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7	Shivam Pandey	11810600010	<u>Shivam</u>
8	Rushikesh Rajgure	11810600016	<u>Rushikesh</u>
9	Lav Kumar	11810600017	<u>Lavkumar</u>
10	Rohan Sargade	11810600021	<u>Rohan Sargade</u>
11	Nikhil Wagh	1210600007	<u>Nikhil</u>
12	Suraj Nirmal	11810600019	<u>Suraj</u>
13	Hitesh Chorge	11810600003	<u>Hitesh</u>
14	Yashashree Gawde	11910600001	<u>Gawde</u>
15	Bakshi Thakkar	11910600006	<u>Thakkar</u>
16	Lalit Patil	11910600004	<u>Patil</u>
17	Vanshikha Raval	11910600007	<u>Nandikhar</u>
18	Krutik Jadhav	11910600002	<u>Krutik</u>
19	Siddhesh Mali	11810600008	<u>Mali</u>
20	Suebin Kawankar	11910600008	<u>Kawankar</u>
21	Gursimran Kaur	11810600002	<u>Gur</u>
22	Nighanshi Bhat	1180600023	<u>Bhat</u>
23	Esha Malik	11810600009	<u>Esha</u>
24	Suehal Rane	11810600011	<u>Rane</u>
25	Shreya Khan	11610600001	<u>Shreya</u>
26	Pratyakha Tari	11810600012	<u>Tari</u>

Tuttajoo



Head of the Department,
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