

Bunts Sangha's

S.M. Shetty College of Science, Commerce and Management Studies, Powai.

Minutes of the meeting

ICC

Date: 20/01/2020

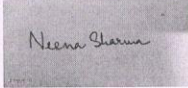
Time: 12:30 p.m.

Following things were discussed in the meeting:-

The ICC will organize a workshop on prevention of sexual harassment of women's at workplace. The session will cover the rights as per Indian Penal Code made for women, on 15/02/2020 (Saturday) at 11:30 p.m in AV room. The resource person for the event will be Mrs.Janhavi Shekhar.

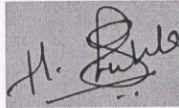
ICC Presiding Officer:

Prof. Neena Sharma

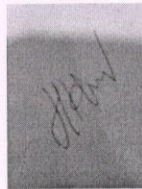


ICC Members:

Asst.Prof. Himani Shukla



Adv. Hamid Khan



Ms. Smitha Ravindranath



Activity Approval Format

ICC

Date: 23-1-2020

Program: Workshop on prevention of sexual Harassment of women at workplace.

Need: To create awareness.

Objective: To create awareness among women's at workplace.

Content:

Resource Person: Mrs. Janhavi Shekhar

Date: 15-2-2020

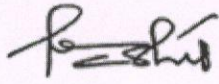
Time: 11.30a.m.

Venue: AV room

Cost/Budget: 2,855/-.

Proposed By: ICC

Verified By:



(Principal)

ICC-Budget

4th February, 2020

To,
The Principal,
S.M Shetty Degree College,
Powai.

Subject: Workshop on Prevention of Sexual Harassment of women at workplace.

Respected Sir,

The ICC of College is organizing a session on Prevention of Sexual Harassment of women at workplace (Act 2013-Prevention, Prohibition & Redressal).

Date: 15th February, 2020 (Saturday).

Timing: 11.30am -1.30pm.

Venue: AV Room OR Auditorium

For the same we require your approval for funding the following:-

Sr.No	Description	Amount required	Total
1	Resource person (Session Charges)	2000	2000
2	Sapling for resource person	1*55	55
3	Refreshment for resource person	1*200	200
4	Refreshment for participants (Tea)	60*10	600
	Total		2,855/-

Regards,

Neena Sharma

ICC Presiding Officer

Neena Sharma



Principal

Date: 13-2-2020

Internal Complaints Committee (ICC)

NOTICE

The **Internal Complaints Committee (ICC)** is organizing a workshop on prevention of sexual Harassment of women at workplace for all teaching and non-teaching staff.

On: 15th February, 2020

Venue: 608

Timing: 11.30 am to 1.30 pm.

All are requested to assemble at 11.20 am in 608.

For further details contact:

ICC Presiding Officer:

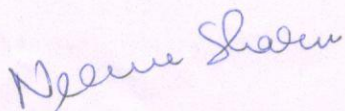
Prof.Neena Sharma


ICC Members:

Prof.Himani Shukla

Adv.Hamid Khan

Ms.Smitha Ravindranath


ICC Presiding Officer


Principal



Neena Sharma <neenas@gmail.com>

FW: WORKSHOP FOR TEACHING AND NON-TEACHING STAFF

1 message

Dilip Khemani <college@smshettyinstitute.org>
To: neenas@gmail.com

Wed, Feb 12, 2020 at 4:27 PM

From: Sandeep Singh [mailto:sandeeps@smshettyinstitute.org]
Sent: 12 February 2020 16:27
To: 'Dilip Khemani'
Cc: 'SRIDHARA SHETTY'; savitas@smshettyinstitute.org
Subject: RE: WORKSHOP FOR TEACHING AND NON-TEACHING STAFF

Thank you so much! Ms. Savita will give the names tomorrow.

From: Dilip Khemani [mailto:college@smshettyinstitute.org]
Sent: 12 February 2020 14:08
To: sandeeps@smshettyinstitute.org
Cc: SRIDHARA SHETTY
Subject: WORKSHOP FOR TEACHING AND NON-TEACHING STAFF

February 12, 2020

Dr. Sandeep Singh
General Manager (A & A)
Bunts Sangha's
S M Shetty Educational Institutions
Powai, Mumbai 400076.

Respected Sir

The Internal Complaint Committee (ICC) of the college is organising Workshop for Teaching and Non-teaching staff on Saturday, February 15, 2020 from 11.30 am in room no 608

The workshop is to raise awareness about Prevention of Sexual Abuse in the Workplace.

You are requested to depute 2 non-teaching staff members from each section, (also 2 members from House-keeping, security) for the above workshop.

Yours faithfully,

With Warm Regards

D S Khemani

Registrar

Bunts Sangha's

S M Shetty College of Science, Commerce and Management Studies

Mumbai 400 076.

022 – 6132 7363.

college@smshettyinstitute.org

E-Mail Disclaimer Terms

The following terms shall apply to the recipients of the mails received from Bunts Sangha's S M Shetty Educational Institutions from the id – smshettyinstitute.org

Confidentiality

Mrs. Janhavi Shekhar Mhatre

B101, Tirupati CHS, Powai Park, Hiranandani Gardens , High Street, Powai , Mumbai 76.
Telephone - +919869658664; Email : Janhavism@gmail.com

BACKGROUND

- Unique blend of work experience in Investigation, Security and Vigilance roles in India's leading PSU, Air India since 1998 and currently working as Sr.Manager – Vigilance for the past 20 years in Vigilance Department, Air India.
- Completed her Graduation from Ruparel College Mumbai and Post Graduate Masters Degree in Labour Studies from Mumbai University. Thereafter , cleared Certified Fraud Examiner Exams (CFE), from Association of Certified fraud examiners- USA
- After completing LLB, did Masters in Laws (LLM) and currently pursuing Ph.D.in Criminology on the topic " Judicial Activism and Custodial Torture in India"
- Has also acquired Diploma in Cyber Laws, Computer Forensics and is also a Certified Cyber Crime Investigator from Asian School of Cyber Laws, Pune and other areas of interest has been in Graphology and German language.
- Has been adjudged "THE BEST INVESTIGATION OFFICER FOR THE YEAR 2008-09" as a part of proactive Vigilance Project report on Bidding and Scheduling of flying Crew leading to savings of Rs 150 Cr annually. The project involved restructuring of the utility aspect of cabin crew's IT systems, IT policy & HR policy. Involved in Analysis of all Legal & HR Agreements as well as International guidelines governing Crew Operations.
- Has also been certified as Registered " Welfare Officer" under the Ministry of Labour, RLC Mumbai – GOI of Maharashtra.

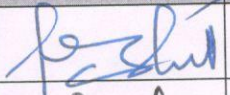
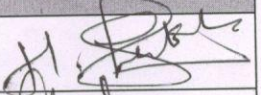
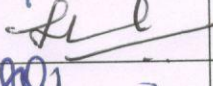



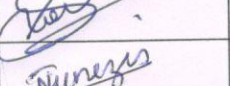

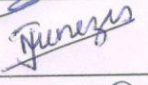
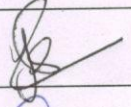
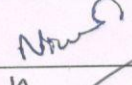



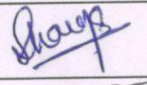
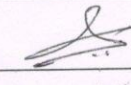

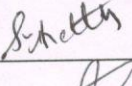
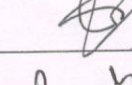
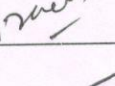

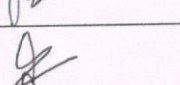
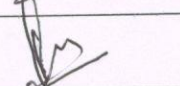
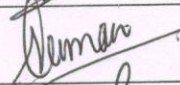
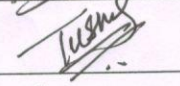
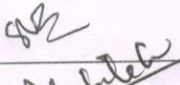
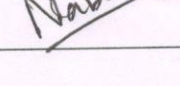
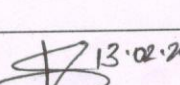
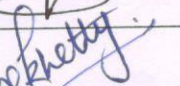
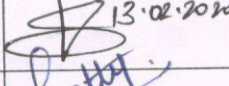
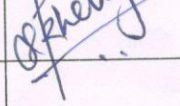
EXPIRIENCE

- Investigated High Profile cases against the Directors and Board Level Appointees involved in Criminal Misconduct in line with Principles of Natural Justice and CVC Guidelines. Had always been Appreciated for best Interviewing Skills, Drafting Reports and Network of Informers.
- Has conducted regular Station Inspections and Audit in the entire Air India network as a part of Preventive Vigilance and codified the rules, procedures, norms and systems in key areas such as Purchases, Stores, Operations, Finance, Award of Contracts and Personnel Management in order to avoid adhocism and suggest comprehensive Checks and Controls to minimise scope for Corruption or Malpractices.
- Investigated cases pertaining to pilferage on VVIP Flights and hence selected as a Special Vigilance officer by the Office of Ministry of External Affairs to handle VVIP

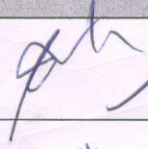
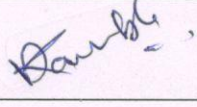

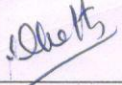
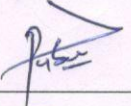


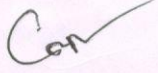

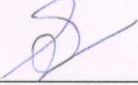


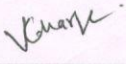
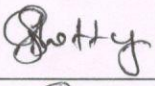
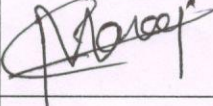
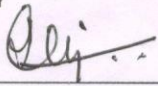
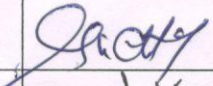
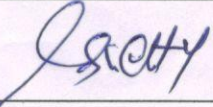
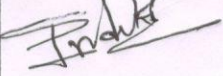

chartered flights for Hon'ble Prime Minister, President and Vice President of India and was posted at various foreign stations from time to time.

- Investigated high profile cases in respect of Directors and recovered Rs 1.75 Crores , biggest achievement in the history of Air India so far as individual recovery is concerned. Deposited in the enquires conducted by Commissioners of Departmental enquiries and Commissioners of Technical Examiners from Central Vigilance Commission.(CVC)
- Initiation of Disciplinary Action against erring officials through in-house Disciplinary Action as well as through Civil or Criminal action with the help of appropriate law enforcement Agencies. Extensive coordination with Central Bureau of Investigations (CBI), Central Vigilance Commission (CVC), Customs and other Local Law Enforcement Agencies.
- Undergone extensive training at the CBI Academy, Ghaziabad regarding investigation of Bribery and Corruption related cases, RTI Act 2005, Assets Disproportionate to known Sources of Income (DA), Cyber Crimes and the Information Technology Act, Prevention of Money Laundering Act, Role of Vigilance in PSU's, conduct of Disciplinary Cases, etc.
- Successfully completed various assignments under the direct and efficient leadership of various Chief Vigilance Officers belonging to Central services like IAS , IRS , IPS and IDAS.
- As a part of social responsibility, has been actively involved in imparting Training on Prevention of Sexual Harassment of Women at Workplace to Internal Committee Members, Sr. Management, HR and Legal Compliances Team across India on behalf on an NGO called " SPARSH" which is working towards Women and Child Development in Dharavi Slums , Mumbai for the past few years.
- Conducting Master Class on PoSH is an ongoing activity and conducted Workshops , Master classes and sensitization programmes , drafting of Sexual Harassment Policies and gap analysis for Corporates, Schools and Colleges.
- Lastly, as a part of extra curricular activity, had the privilege to lead the Bombay University Athletics Team at National level and was the Recipient of Bharat Petroleum, Air India and Sports Authority of India Scholarship – a Government of India Scholarship for several years and was conferred "Maharashtra Gaurav Puraskar" by Maharashtra State Government in 1990-91 for Excellence in Sports.

Teaching

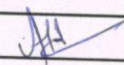

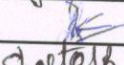
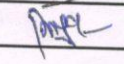
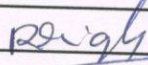
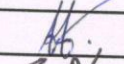
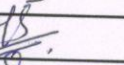
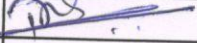
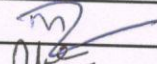
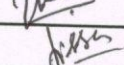
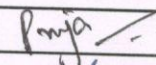
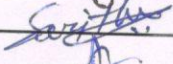
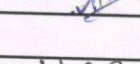
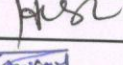
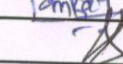
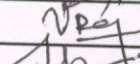
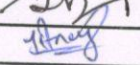
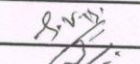
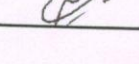


Sr. No.	Name	Signature	Sr. No.	Name	Signature
1.	Dr. Sridhara Shetty		25.	Ms. Himani Shukla	
2.	Dr. Liji Santosh		26.	Mr. Mithilesh Chauhan	
3.	Mr. Sandesha Shetty		27.	Ms. Disha Deliwala	
4.	Ms. Sahana Raviprasad		28.	Ms. Avneet Kaur	
5.	Mr. John Menezes		29.	Ms. Kalpana Rai Menon	
6.	Ms. Niveditha Shetty		30.	Ms. Neena Sharma	
7.	Adv. Hamid Khan		31.	Ms. Rohini Shetty	
8.	Mr. Virendra Singh		32.	Ms. Sharanya Sanoj	
9.	Ms. Komal Tiwari		33.	Ms. Amrita Shenoy	
10.	CA Zainab Rangwala				
11.	Ms. Swati Shetty				
12.	Mr. Ashish Navik				
13.	Ms. Prachi Agarwal				
14.	Mr. Vijay Vishwakarma				
15.	Ms. Nidhi Chandorkar				
16.	Ms. Steffi Salve				
17.	Ms. Preeti Matharu				
18.	Ms. Suman Upadhyay				
19.	Dr. Tushar Sambare				
20.	Ms. Sheetal Khanore				
21.	Ms. Nabila Kazi				
22.	Ms. Sujata Rizal				
23.	Mr. Vinay Shahapurkar	 13.02.2020			
24.	Ms. Raveena Shetty				

Non - Teaching

Sr. No.	Name	Signature	Sr. No.	Name	Signature
1	Mr. Dilip Khemani		17	Mr. Vijay Kamble	
2	Mr. Vishwanath Shetty		18	Mr. Vikrant Patil	
3	Ms. Asha Shetty		19	Mr. Dattrey Dubal Mrs. Dattatray Dubal	
4	Ms. Prema Shetty		20	Ms. Harinabhi Shetty	
5	Ms. Shweta Hegde				
6	Ms. Sweta Shetty				
7	Mr. Satyavan Sakpal				
8	Mr. Sunil Jabre				
9	Ms. Smitha Ravindranath				
10	Ms. Vandana Gharge				
11	Ms. Geeta Shetty				
12	Mr. Manoj Shinde				
13	Mr. Laxman Shetty				
14	Mr. Sashidhar Shetty				
15	Mr. Pandurang Indulkar				
16	Mr. Vinesh Bhadkar				

A Seminar on prevention on sexual harassment on 15th February 2020.

JUNIOR COLLEGE SECTION

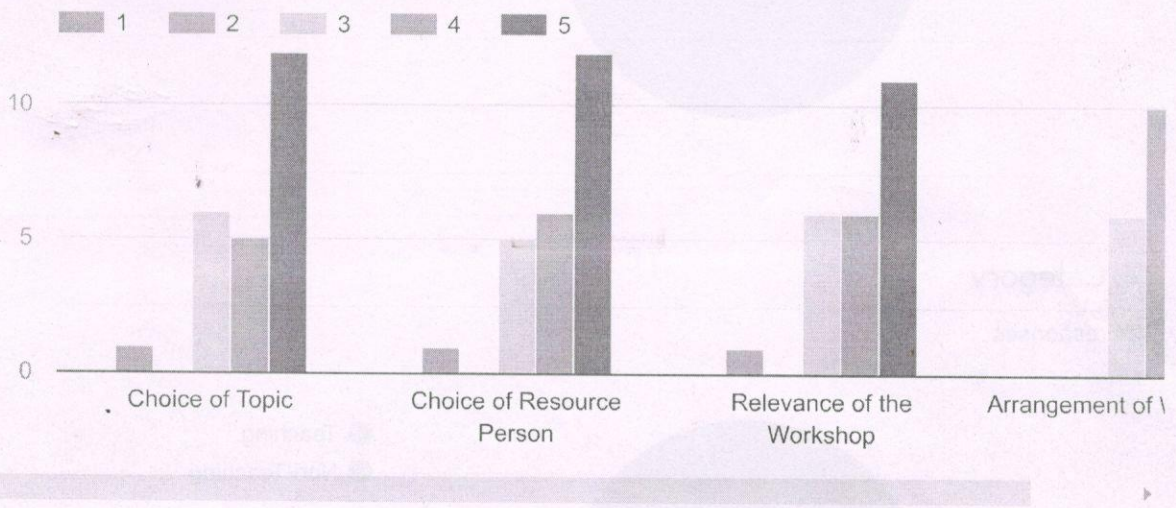
	NAME	Sign
1	Ms.Pratibha Gadagalli	
2	Ms.Sushma Pandey	
3	Ms.Hilda Esther Christopher Nadar	
4	Ms.Arthi Venkatesh	
5	Ms.Preethi Warior	
6	Ms.Seema Kadam	
7	Ms.Sheetal Birje	Sheetal B.
8	Ms.Priya Wadnerkar	
9	Mr.Uday Vedak	
10	Ms.Ritu Singh	
11	Ms.Usha Singh	
12	Ms.Aafreen Kale Begum	
13	Ms.Subadra Narayanaswamy	S.N.
14	Ms.Hemali Sanghvi	
15	Ms.Mamta Maurya	
16	Ms.Remya Menon	
17	Ms.Manorama Dixit	
18	Ms.Uma Nair	
19	Ms.Jissa Nelli	Jissa
20	Mr.Manish Ullal	
21	Ms.Priya Singh Sharma	
22	Ms.Sarita Singh	
23	Ms.Archana Mishra	
24	Ms.Trupti Gawade	
25	Ms.Harshita Veenapani Bhorkate	
26	Mr.Pankaj Upadhyay	
27	Ms. Trupti Shetty	
28	Ms. Vineetha Rajan	
29	Ms. Lipika Pattnaik	
	Ms. Aney Alphonso	
1	Ms.Snehalata Bandre	
2	Ms.Manasi Rane	

Feedback Form for 'Session on Prevention of Sexual Harassment of Women at Workplace'

24 responses

Publish analytics

1. Please rate each area in a 1 to 5 scale (1-lowest, 5-highest)



2. Suggestions / Comments

24 responses

Keep such value added sessions

Informative. Should have covered details on process of resolution of sexual harassment.

Informative session

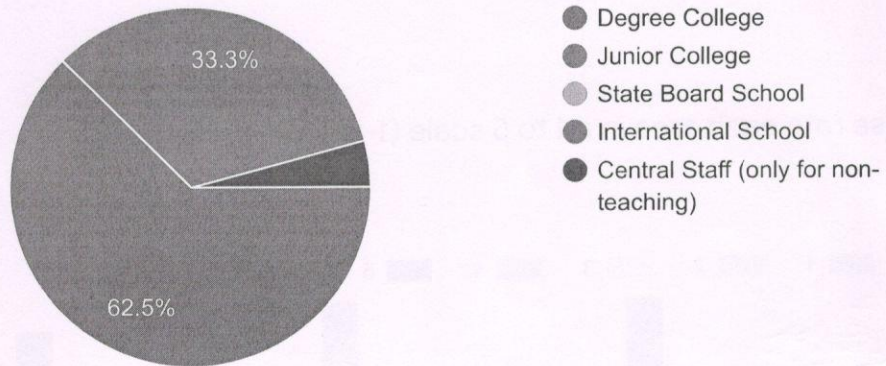
Provide some take away reference material.

Good

Keep session little early..

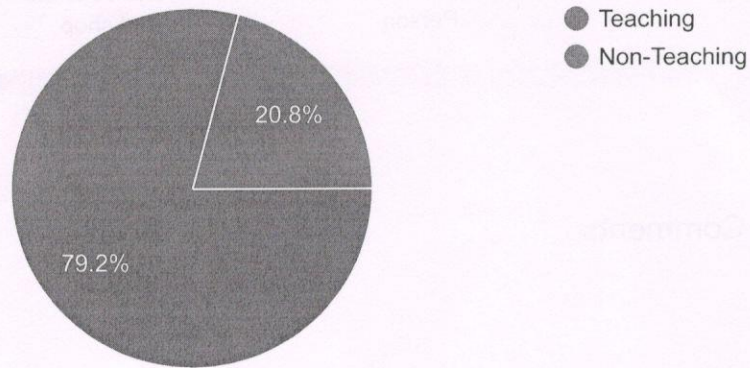
3. Section

24 responses



4. Category

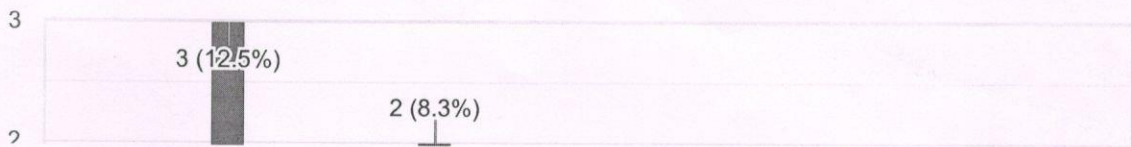
24 responses



5. Department

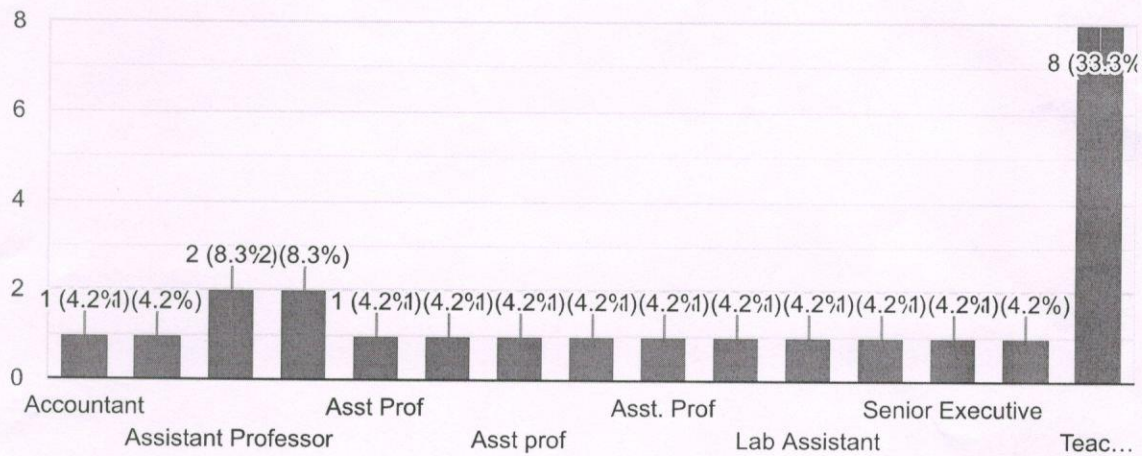
24 responses





6. Designation

24 responses



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Google Forms

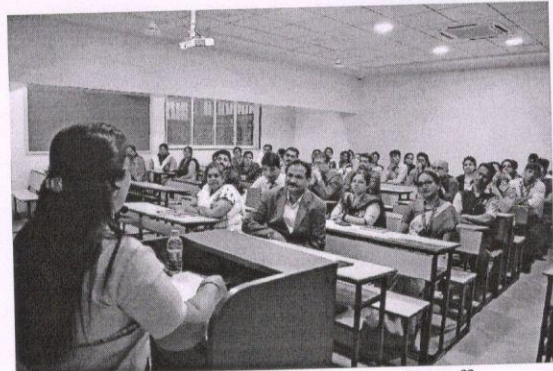


Report -Workshop on POSH Act

A workshop on Prevention of Sexual Harassment of Women at Workplace was organized by the Internal Complaint Committee (ICC) of the Degree College on 15th February; 2020. The resource person for the workshop was Ms. Janhavi Shekhar Mhatre, Sr. Manager – Vigilance Department, Air India. The session was conducted for teaching, non-teaching and supporting staff from all the sections. The session was very informative through which she touched various issues related to harassment. Multiple videos and examples were explained. 54 staff members from Degree & Junior college, non-teaching, security and housekeeping participated in this workshop.



Principal Dr. Sridhara Shetty felicitating Mrs. Janhavi Shekhar Mhatre



Mrs Janhavi Shekhar Mhatre addressing the staff

Neena Sharma

ICC Presiding Officer
Neena Sharma