



DAAR-UL-REHMAT TRUST'S  
**A.E. KALSEKAR DEGREE COLLEGE**

KAUSA, MUMBRA

Permanently Affiliated to University of Mumbai

Accredited by NAAC with B++ Grade

ISO certified 9001:2015



***Grievance  
Redressal  
Mechanism***

<b>27. SOP For Department of Information Technology.....</b>	<b>47</b>
<b>28. SOP For IT Laboratory.....</b>	<b>49</b>
<b>29. SOP For Department of Accountancy .....</b>	<b>51</b>
<b>30. SOP For Department of Commerce .....</b>	<b>52</b>
<b>31. SOP For Department of BMS.....</b>	<b>54</b>
<b>32. SOP For Department of B.Com (Banking &amp; Insurance).....</b>	<b>56</b>
<b>33. SOP for Department of Accountinga and Finance .....</b>	<b>58</b>
<b>34. SOP for Pandemic .....</b>	<b>59</b>
<b>35. Responsibilities .....</b>	<b>60</b>
<b>36. Code of Conduct for Teachers.....</b>	<b>64</b>
<b>37. Code of Conduct for Students.....</b>	<b>65</b>
<b>38. Resource Mobilisation Policy.....</b>	<b>66</b>
<b>39. Research Policy.....</b>	<b>68</b>
<b>40. Library Policy.....</b>	<b>69</b>
<b>41. Green policy documents .....</b>	<b>75</b>
<b>42. Scholarship Policy.....</b>	<b>76</b>
<b>43. E-Governance Policy.....</b>	<b>77</b>
<b>44. Gender Policy 2017-2022.....</b>	<b>79</b>
<b>45. Extension Activity.....</b>	<b>81</b>
<b>46. Performance Appraisal Policy.....</b>	<b>82</b>
<b>47. Welfare Policy.....</b>	<b>83</b>
<b>48. Grievance Redressal Mechanism .....</b>	<b>84</b>



# DAAR-UL-REHMAT TRUST'S A.E. KALSEKAR DEGREE COLLEGE

KAUSA, MUMBRA

Permanently Affiliated to the University of Mumbai

Accredited by NAAC with B++ Grade

ISO certified 9001:2015

## Grievance Redressal Mechanism

- Students are oriented about Grievance Mechanism during Orientation Programme.
- Anti-ragging Committee is constituted.
- Anti-ragging Squad takes surprise rounds in the College premises and outside college.
- Anti-ragging signages have been displayed in the College premises.
- Students are oriented about the consequences of indulging in Ragging.
- CCTV cameras have been installed in the college premises.
- Workshops on prevention of sexual harassments for girls undertaken by WDC.
- Security arrangements have been made at the Entry Gate of the College.
- Visitors Register is maintained at the entry gate.
- Internal Complaint Committee is constituted in college
- Girls Common Room with attached toilet has been provided for girls students.
- Suggestion box is installed in the college premises.
- College Redressal Grievance cell addresses the grievance if any. Routine discipline and minor matter are monitored by Students' Council/ Discipline Committee.



*J. J. Kulkarni*  
Principal

DAAR-UL-REHMAT TRUST'S  
A.E. KALSEKAR DEGREE COLLEGE  
Kausa, Mumbra, Thane - 400 612.



# DAAR-UL-REHMAT TRUST's A.E. KALSEKAR DEGREE COLLEGE

KAUSA, MUMBRA  
Permanently Affiliated to University of Mumbai  
Accredited by NAAC with B++ Grade

