

# OFFICE OF THE PRINCIPAL



## **DIMORIA COLLEGE, KHETRI**

***P.O. - KHETRI, Dist.- KAMRUP (M): Assam: Pin. - 782403***

Permanently affiliation to GU. Registered under 2(f) & 12 (B) of UGC Act 1956.

[www.dimoriacollege.ac.in](http://www.dimoriacollege.ac.in)

[dimoriacollege.khetri@rediffmail.com](mailto:dimoriacollege.khetri@rediffmail.com)

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## **Circular & Minutes of the Meetings**

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Choice



**Executive**  
**LONG BOOK**

GREVANCE - REDRESSED CELL

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Principal  
Dimoria College, Khetri



Meeting of Grievance Redressal Cell, Dimoria


Date: 20.12.2021



- meeting Agenda:
- ① Maintainance of hygiene and sanitation in the college campus.
  - ② Installation of dustbins in all the departments and common areas.

- Members Present:
- ① Dr. B. K. Bhatta, Principal
  - ② Dr. Pradip Goswami, Vice-Principal
  - ③ Dr. Minakshi B. Borah.
  - ④ Dr. Utpal Braishya
  - ⑤ Naren Medhi
  - ⑥ All HOD's of the college.

- Proceedings:
- ① Resolution was taken to clean the toilets twice a day.
  - ② Sanitation products are to be used rationally with proper monitoring by the committee.
  - ③ Dustbins will be maintained in the departments and students are to be made aware of its regular usage.

  
Principal  
Dimoria College, Khetri





Meeting of Grievance Redressed Cell held on  
02.02.22

Time : 11:00 Am

Venue : Digital Room

Agenda : ① Maintenance of hostel premise (Girls Hostel)  
② Proper service of the college canteen

Members Present :

- ① Dr. B.K. Bhatta - Principal
- ② Manabjyoti Baskoty - Coordinator IQAC.
- ③ Dr. Apurba Kumar Biju Bask - NAAC - co-ordinator - *AKB*
4. Dr. S.A. Insa Choudhury.

1. Dr. Siva P.K. Chetri


*Principal*  
Dimoria College, Khetri

Proceeding :- ① The Girls Hostel premises has to be properly maintained. Hygiene and cleanliness of the hostel bathrooms and kitchens to be monitored every Sunday by the Hostel Committee.  
② Prefect and two deputy Prefect to be selected for every month to maintain the budget and hygiene of the hostel under the

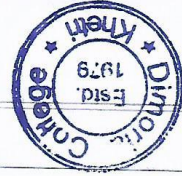


Action Taken of the last meeting held on 20.12.22

- ① The Cell have been monitoring the hygiene maintainance of the college campus
- ② Dustbins are installed in common areas and all departments of the college.
- ③ New toilets for gents and ladies are under construction and is expected to be complete by 2023.

  
Principal  
Dimoria College, Khetri





MEETING OF GRIEVANCE REDRESSED CELL  
HELD ON 03.05.22

TIME : 12.30 pm

VENUE : DIGITAL ROOM

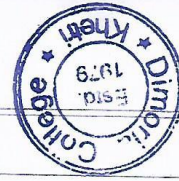
AGENDA : ① Drinking Water Facility in the college campus  
② Maintenance of the water reservoir of the college (Padum Pukhuri)

MEMBERS PRESENT :

- ① DR B.K. Bhatia - PRINCIPAL
- ② Manabjyoti Banerjee - coordinator IQAC.
3. Dr. Apurba K. Bysen Baruah - NAAC Co-ordinator - Assam
4. Dr. S.A. Inam Choudhury
5. Dr. Siva PK. Chetri

  
Principal  
Dimoria College, Assam

PROCEEDINGS: ① The common cooler are installed in three places of the campus catering all the members of the college.  
② It is decided to install 2 more coolers in the campus.  
③ The natural water reservoir is to be barricaded and cleaned timely by the college beautification cell.



MEETING OF GRIEVANCE REDRESSED CELL  
HELD ON 22nd December 2022

Time: 11:30 am

Venue: Digital Room

Agenda: ① Monitoring the activities of the cell throughout 2022 and actions taken.

Members Present :

- ① Dr. B. K. Bhatta - Principal
- ② Manabjyoti Baskoty - Coordinator IQAC
- ③ Dr. Apurba Kumar Bysu Barch - Co-ord. NAAC
- ④ Dr. S. A. Inam Choudhury
- ⑤ Dr. Suresh P. K. Chetri

Proceedings : ① The toilets are cleaned on a daily basis and the frequency to be increased in the coming days.

② The management of the girls' Hostel is being monitored by the committee along with the hostel committee.

③ The canteen is made available for the faculties, students and other members of the college at subsidized rate with basic snacks and food.

④ The barricade around the water body has been reconstructed under the initiative of IQAC.


  
Principal  
Dinoria College, Khetri





**Executive**  
**LONG BOOK**

SEXUAL-HARASSMENT CELL

  
Principal  
Dinoria College, Khetri





আজি আমি সকলোকে SEXUAL HARASSMENT ওপর  
ছাত্র ছাত্রী আর শিক্ষক- অন্য শিক্ষক কর্মচারী মাজত  
দায়িত্বতা সৃষ্টি কৰিবলৈ স্বাভাৱিক কৰ্ম কৰা হৈছে।

ড° সন্ধ্যা দত্ত  
অৰ্চনা চেহৰীয়া  
স্বাভাৱিক কৰ্ম কৰা  
শেখাৰী কলিতা  
ড° দায়িত্ব হাজৰিকা-

Dr. Datta  
A. Sahaia

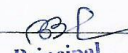
Skatita

আজি স্বাভাৱিক SEXUAL HARASSMENT ওপৰত স্বাভাৱিক  
চৌহদত কি কি পদক্ষেপ লয় পাৰি তাৰ বাবে বিশদ ভাবে  
আলোচনা কৰা।

আজিৰ দিক্ৰান্ত

1. কালজৰি বাস্তৱিক স্বাক্ষৰ নতুনকৈ স্বাভাৱিকত আৰু  
ছাত্র-ছাত্রী মাজত দায়িত্বতা আনিবলৈ স্বাভাৱিকত  
NOTICE BOARD ত জাননী দিবলৈ দিক্ৰান্ত  
কৰা হয়।

2. স্বাভাৱিকত আৰু এই স্বাক্ষৰত আৰু কৰা হয়

  
Principal  
Dimoria College, Khetri





ଆମିନି Sexual Harassment ଓ ଲାଗୁ ନୀତି ସହ  
 Committee ଓ ଏହାର ଆଗାଧିକାରୀ କର୍ତ୍ତାବ୍ୟ ସମ୍ପର୍କ  
 ନିମ୍ନ ସହ ଆଗାଧିକାରୀ କର୍ତ୍ତାବ୍ୟ ହେବ ।

ଆମର ବିଭିନ୍ନ ନିମ୍ନଲିଖିତ ଆମ୍ଭଙ୍କୁ ଆବଦ୍ଧ ଉପାଦିତ ହେବ —

- ① ଡି. ପ୍ରାଦିକା ମହାପାତ୍ର
  - ② ଡି. ଆକାଶ ବ୍ରାହ୍ମଚରୀ
  - ③ ମୁଖ୍ୟ ବିଭାଗୀ
  - ④ ନିରାକାଶୀ କଲିତା
  - ⑤ ଉପାଧ୍ୟକ୍ଷା ଶ୍ରୀମତୀ
- F. Dutta  
 Skelita  
 Asstn.

ଆମିନି ଏହି ଆବଦ୍ଧି- ଏହାପାଇଁ ଆମ୍ଭଙ୍କୁ ଲାଭ ହେବ  
 ଏହାର ଅଧିକତଃ ଆବିଷ୍କାର- ଏହା ସହଜ ଲାଗୁ ହେବ  
 ଏହାର ପ୍ରାକ୍ତିକ ଓ ଆମ୍ଭଙ୍କୁ କାଳ ଆମିନି ସିଦ୍ଧାନ୍ତ  
 ଆମ୍ଭଙ୍କୁ ସିଦ୍ଧାନ୍ତ ଏହା ଆଗାଧିକାରୀ ଏହା ହେବ ହେବ  
 ଆମ୍ଭଙ୍କୁ କାଳକ୍ରମେ ନିରାକାଶୀ ଲାଭ ପାଇବ- ଏହା ସହ  
 ଆମ୍ଭଙ୍କୁ ଏହା ସହ ଆମ୍ଭଙ୍କୁ (ନିରାକାଶୀ ହେବ) ।

ଆମ୍ଭଙ୍କୁ —  
 ① ଆମିନି ନିମ୍ନେ ଏ ଅଧିକତଃ ପ୍ରାକ୍ତିକ ଲାଭ ଆମିନି  
 ଆଗାଧିକାରୀ କର୍ତ୍ତାବ୍ୟ ସମ୍ପର୍କ Committee ଓ Convener,  
 ଡି. ପ୍ରାଦିକା ମହାପାତ୍ର କ ଏହାଙ୍କୁ କର୍ତ୍ତାବ୍ୟ ନିରାକାଶୀ ନିରାକାଶୀ

Principal  
 Dinoria College, Khetri





Date - 21/12/22

Time - 11:00 AM

An immediate meeting of the sexual harassment prevention cell is convened to discuss the complaints lodged by a student of B.A. 1st semester, Dimoria College, Khetri, on 20/12/2022. As per the complaints, by the student, she has been sexually harassed by an unidentified person in the Department of English. A written complaint has been lodged to the principal and is forwarded to the sexual harassment prevention cell. Since, her statement is crucial and very much important for further action regarding this matter, a meeting inviting her guardians and the complainant is immediately convened on 23/12/22. This matter has been taken very seriously by the cell and need urgent attention.

- (i) Dr. Pratima Datta
- (ii) Banani Das
- (iii) Asha Jain
- (iv) Sewalika Devi Talukdar
- (v)

P. Datta

BAN

Ash

Skalita

  
Principal  
Dimoria College, Khetri



Date - 23/12/22


Time - 11 AM




A meeting of sexual harassment prevention cell is organized in the Department of Hindi Library, Dimoria College, Khetri on 23/12/2022 at 11 AM. This meeting is held as prior discussion in the meeting held on 20/12/22. The meeting is presided by the convener of the sexual harassment cell Dr. Pratima Datta with the presence of the cell members. In the meeting, the complaint of sexual harassment that has been lodged by the female student of B.A. 1<sup>st</sup> semester has been discussed. Since, the guardian and the complainer is not present in the meeting, the cell advised to make a call to her guardians. As a part of the telephonic conversation with her guardians, the cell came to know that she is in the middle of her examination schedule and again in 25<sup>th</sup> December, 2022, she have doctor's appointment for her medical treatment. That's why, she won't be able to present physically in the meeting. Since, her statement is very important for further action, the cell discussed to take action after her statement physically. Since, her statement is very important for further action, the cell discussed to take action after her statement physically.

The committee take the issue very seriously about its consequence. Furthermore, the cell met the principal regarding the issue and made request to ensure more CCTV cameras in the college premises and the individual departments and make ensure the security of the students and employees of the college. The next meeting is discussed to convened in her physical presence.

1. Dr. Pratima Datta
2. Banani Das

  
Principal  
Dimoria College, Khetri

  
Dr. Pratima Datta