



KAMAL INSTITUTE OF HIGHER EDUCATION AND ADVANCE TECHNOLOGY

(AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, DWARKA, NEW DELHI)

K-1, EXTENSION, MOHAN GARDEN, NEW DELHI-110059

e-mail: info@kamalinstitute.com, kamalinstitutehighereducation@gmail.com

Visit us at : www.kamalinstitute.com

M.: 7710823166
7710889112

Ref. No.

Dated...7/9/2024

Order

Grievance Redressal Committee

Session 2024-25

It has been pleased to constitute a "Grievance Redressal Committee" the following members to address the grievance of students, parents, faculty etc. related to Kamal Institute of Higher Education and Advance Technology Session 2024-25:-

| S. No. | Name | Designation |
|--------|--------------------------|------------------------|
| 1 | Dr. Anudeep Arora | Chairperson |
| 2 | Dr. Priti Srivastava | Member |
| 3 | Mr. Saurabh Kumar Mishra | Member |
| 4 | Ms. Neha Arora | Member |
| 5 | Ms. Sheetal Devi | Member |
| 6 | Mr. Harjeet Singh | Member |
| 7 | Mr. Akshit Pathania | Student Representative |
| 8 | Mr. Gaurav Singh Joon | Student Representative |
| 9 | Ms. Pooja Batra | Student Representative |



Dr. Anudeep Arora

DIRECTOR



KAMAL INSTITUTE OF HIGHER EDUCATION AND ADVANCE TECHNOLOGY
(Affiliated to Guru Gobind Singh Indraprastha University, Delhi)
K-1 Extn. , Mohan Garden, New Delhi-110059

Meeting

Today on 07/09/2024, Saturday from 11:00 AM by onwards a meeting of grievance of redressal committee (RC) held at the Director chamber to discuss following agenda.

Agenda

4. Confirmation to the minutes of last meeting held on 01/06/2024.
5. **Complaints received- NIL.**
6. Formulation of the "Grievance Redressal Committee" for next session 2024-25.

Minutes of Meeting

- ✓ Convenor welcome all the members present in the meeting.
- ✓ He added that all employees shall comply with guidelines/advisories issued by the Govt. of India/State Govt. from time to time regarding the precautionary measures to prevent spread of COVID-19. Further, in view to ensure safety in the office and work places, all the officers/officials are requested to follow the guidelines issued by central/state government including wearing of mask, social distancing and installation of Arogya Setu app in their mobiles, to avoid spread of COVID-19.
- ✓ The minutes of last meeting confirmed with unanimity.
- ✓ The member shown full of their enthusiasm to deliver the very purpose of constituting this committee, and thanked the convenor for such initiative in the best interest of all the stakeholders.
- ✓ The committee did not receive any grievance from the students. The 'Grievance Redressal Committee' for next session 2024-25 is formulated.

List of members of Grievance Redressal Committee for 2024-25

| S. No. | Name | Designation |
|--------|--------------------------|------------------------|
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| 2 | Dr. Priti Srivastava | Member |
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| 6 | Mr. Harjeet Singh | Member |
| 7 | Mr. Akshit Pathania | Student Representative |
| 8 | Mr. Gaurav Singh Joon | Student Representative |
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- ✓ The meeting concluded with vote of thanks.



Anudeep Arora
(Convenor)

Copy to: All G.R. Committee Member

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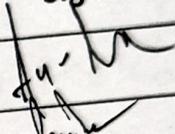
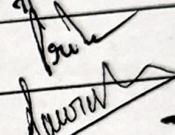
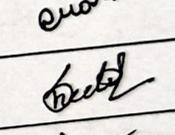
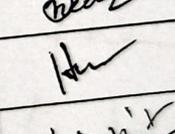
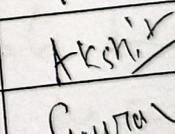
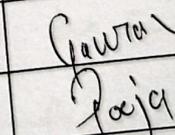
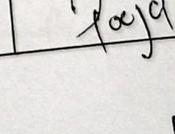
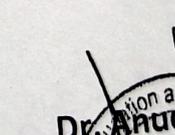


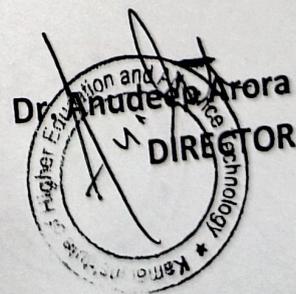

Dr. Anudeep Arora
DIRECTOR

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Session 2024-25

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| 7 | Mr. Akshit Pathania | Student Representative |  |
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| 9 | Ms. Pooja Batra | Student Representative |  |



The Grievance Committee
Kamal Institute of Higher Edu.
and advanced Technology,
K-7 Ext. Mohan Garden,
N.D. - 110059.

Sub: Complaint Regarding Cleanliness in Campus
facilities

Respected Sir/ma'am

We, the B.E.D 2nd-year student, would like to bring to your notice the lack of Cleanliness in various areas of the Campus, including Washrooms and Common Spaces. The unhygienic Conditions are affecting the overall environment and are causing inconvenience to the student.

We kindly request that the Cleanliness and hygiene standards be improved, and regular cleaning be ensured.

We appreciate your prompt attention to this matter.

Thank you.

Your faith fully.

B.E.D 2nd year,
Date - 28/01/2025
Shivani

Shikha
Tayal

Conis
Tayal
Patti Sandhya



The Grievance Committee,
Kamal Institute of Higher Education & Adv Technology,
K-1 Ext, Mohan Garden
New Delhi - 110059

Sub. - Complaint Regarding Blockages in the Girls Washroom
Respected Madam,

We, B.Ed. Ist year students, would like to bring to your attention the recurring issue of blockages in the girl's washroom. The poor drainage and unhygienic conditions are causing great discomfort for the students.

We kindly request that prompt action be taken to resolve this issue by carrying out necessary repairs and ensuring regular maintenance.

We hope your swift intervention

Thank You

Yours faithfully

B.Ed. Ist Year students.

Date :- 07/01/2025

Sanchal Sharma.

Shreeta

Tanishka

Danu

Nikita Jha

Sara

Labita

Poo
Kajal





M : 7710823166
7710889112

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Ref. No.

Dated..24/9/24

Student Grievance Redressal Committee Session 2024-25

In compliance with the directives issued by the Hon'ble High Court of Delhi dated 9th September 2024, and in accordance with the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023, Kamal Institute of Higher Education and Advance Technology is constituting a Students' Grievance Redressal Committee (SGRC) with immediate effect.

The following faculty members and student representatives are hereby appointed to serve on the Students' Grievance Redressal Committee:

| S. No. | Name | Designation | Signature |
|--------|--------------------------|------------------------|----------------------|
| 1 | Dr. Anudeep Arora | Chairperson | Anudeep Arora |
| 2 | Dr. Priti Srivastava | Member | Priti Srivastava |
| 3 | Mr. Saurabh Kumar Mishra | Member | Saurabh Kumar Mishra |
| 4 | Ms. Neha Arora | Member | Neha Arora |
| 5 | Ms. Sheetal Devi | Member | Sheetal Devi |
| 6 | Mr. Harjeet Singh | Member | Harjeet Singh |
| 7 | Mr. Akshit Pathania | Student Representative | Akshit Pathania |
| 8 | Mr. Gaurav Singh Joon | Student Representative | Gaurav Singh Joon |
| 9 | Ms. Pooja Batra | Student Representative | Pooja Batra |

Roles and Responsibilities:

- The SGRC will function as per the regulations outlined by the UGC and will work towards resolving student grievances related to academic, administrative, and other institutional matters.
- The Committee will ensure that all grievances are heard and addressed within a reasonable time frame, ensuring fairness and transparency in all deliberations.

Dr. Anudeep Arora
(Chairperson)

Student Grievance Redressal Committee





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Ref. No.

Dated 01/8/24

Ms. Preeti Sinha,
410, Supriya Apartment
Sector 10, Dwarka,
New Delhi -110075

Subject:- Appointment Letter.

I am pleased to inform you that on the basis of your application and subsequent interview, you are offered appointment as psychiatrist and counsellor **on visiting basis** in Kamal Institute of Higher Education and Advance Technology, Mohan Garden, New Delhi. Your salary and allowances will be on hourly basis.

The term of the engagement shall be for a period from **01-08-2024 to 30-06-2025**.

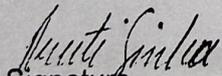
The engagement shall stand automatically terminated on the expiry of the period of contract i.e. **30-06-2025**, and no specific letter will be issued in this regard.

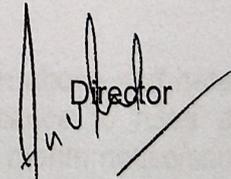
The appointment is purely of contractual in nature and will not confer upon her any right whatsoever for confirmation/ regular appointment or placement.

Your services may be terminated without assigning any reason by giving one month's notice or by paying salary for one month in lieu of the notice period.

Your continuous satisfactory performance shall be the basis for your continuity in the service at the Institute. You will be required to develop and maintain a well disciplined healthy academic environment while dealing with the problems and issues in and outside the Institute.

If the above terms and conditions are acceptable to you, you may report for duty in the Institute on **01-08-2024**, failing which the appointment will automatically stand cancelled.


Signature


Director





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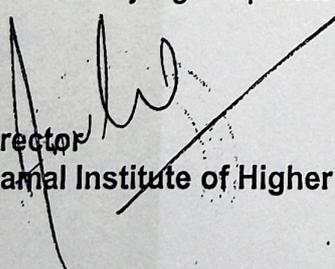
Ref. No.

Dated... 30/7/24

To
Ms. Preeti Sinha,
410, Supriya Apartment
Sector 10, Dwarka,
New Delhi -110075

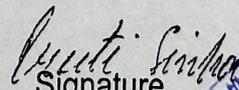
Dear Madam,

1. Reference to your application and subsequent interview for the post of psychiatrist and counsellor in the Institute on visiting basis.
2. We are pleased to offer you the post of psychiatrist and counsellor in our Institute; Your salary and allowances will be on hourly basis.
3. This is a contractual appointment for a fixed period from 01-08-2024 to 30-06-2025
4. Your temporary appointment shall automatically terminate on the expiry of the period as mentioned in the letter.
5. You are requested to report to the duty on 01-08-2024.
6. Kindly sign duplicate copy of this letter in token of your acceptance of the offer.


Director
(Kamal Institute of Higher Education And Advance Technology)

I agree to accept the job on the terms and conditions stated herein above and hereby confirm that I will complete the term of appointment in accordance to rules and regulation of the Institute. In case of leaving during the period one month notice/salary in lieu thereof shall be applicable.

Date: 01/8/2024


Signature





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- Notices & Circulars
- Mandatory Disclosure
- Placements
- B.Ed
- Management Quota
- NIRF
- Contact us

Admission Procedure
 Admission Brochure 2024-25
 Affiliation Letter



Fire and Safety Certificate
 IIC Establishment Certificate
 LOA Report



NOC
 ISO 2024-25



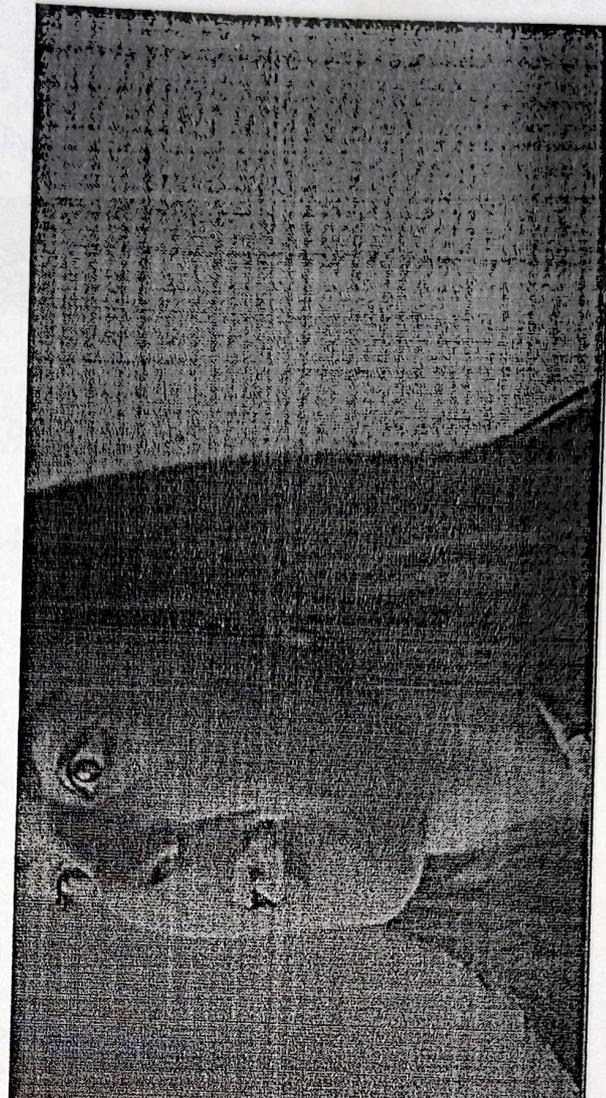
Academic Audit 2024-25 (Academic Session 2023-24)
 Additional Academic Audit Data Academic Session 2023-24

AND ADVANCE TECHNOLOGY (KIHEAT)

Approved by AICTE, NCTE and Affiliated to
 Guru Gobind Singh Indraprastha University,
 Dwarka, Delhi

'A' Grade College Certified by SFRC
 (Govt. of NCT of Delhi)

'A' Grade College Certified by JAC
 (GGSJP University, Dwarka, Delhi)





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Dated: 24/9/24

Student Grievance Redressal Committee Session 2024-25

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The following faculty members and student representatives are hereby appointed to serve on the Students' Grievance Redressal Committee

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COMMITTEES

INNOVATIVE TEACHING PEDAGOGY

Innovative teaching methods boost students' attention, curiosity, interest, and optimism. KIHEAT uses the Student Information System (SIS) to enhance classroom learning and encourage students to pursue reading and gain knowledge in and beyond the classroom.

INTERNATIONAL COLLABORATIONS

By providing students with a global platform, international collaborations lead to knowledge breakthroughs by matching with the global standards.

INDUSTRY ACADEMIC PARTNERS

Tie ups with top notch companies provide ample opportunities of experiential learning via regular industrial visit thereby providing the practical application of theoretical knowledge. It helps to offer an extensive corporate exposure.

ACADEMIC COUNCIL

The apex body is responsible for overseeing all academic activities in the institution. Through academically challenging discipline and integrity, it aims to achieve and continuously improve the quality of education to be at par with the best in the country.

STUDENTS' WELFARE DEPARTMENT

The mission of the student welfare department is to create, promote, and maintain student-friendly environs in the institute, with zero tolerance for indiscipline. It also endeavours to instil in the students a sense of togetherness within the institution.

IQAC

The Institution's Internal Quality Assurance mechanism may be referred to as the "Internal Quality Assurance Cell (IQAC)." The IQAC is responsible for planning, directing, and monitoring the colleges' Quality Assurance (QA) and Quality Enhancement (QE) activities.

ANTI-RAGGING CELL

Ragging in any form is sternly prohibited in the premises of any College/Department or Institution, as well as in any part of the KIHEATs system. Any act of physical or mental abuse influenced by colour, caste, gender, race, religion, language, economic background, or any other form of discrimination is strictly banned in and around the campus.

UGC Anti-Ragging Helpline

1800-180-5522(24x7 Toll Free)

or send an e-mail to helpline@antiragging.in, website : www.antiragging.in

INTERNAL COMPLAINTS COMMITTEE (SEXUAL HARASSMENT)

Everyone has the right to be treated with dignity and respect, as well as the right to work in a safe and healthy environment. Sexual harassment violates a person's right to work and live with dignity. KIHEAT is committed to provide a sexually harassment-free workplace wherein any kind of physical abuse is not tolerated. Disciplinary action is taken based on the nature and gravity of the reported behaviour. To the greatest extent possible, the College respects the confidentiality of information of such cases if any. During the investigation, care is taken to ensure that complainants, witnesses, and the harasser do not face victimisation or discrimination.

STUDENTS' GRIEVANCE REDRESSAL CELL

A grievance redressal system is an essential component of any administration. It is the College Administration's responsibility to provide a safe and happy environment for all of its employees and students. The Grievance Redressal Committee was formed in the College in accordance with UGC guidelines to address the grievances of both faculty and students.

The grievances received by the Principal are forwarded to the appropriate Committee members, who investigate the issues based on the gravity of the problem. The Committee works diligently to make the best efforts possible to create a harmonious and welcoming environment for everyone involved.

THE NATIONAL SERVICE SCHEME (NSS)

The National Service Scheme has been operating under the slogan "NOT ME BUT YOU" in order to inspire youth to serve the people, and thus NSS aims at Education through Community Service and Community Service through Education.





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- Management Quota
- NIRF
- Contact us

Admission Procedure

Admission Brochure 2024-25

Affiliation Letter

SC/ST Committee

Academic Audit 2024-25 (Academic Session 2023-24)

Fire and Safety Certificate
IIC Establishment Certificate
LOA Report
Anti-Ragging Committee

NOC
ISO 2024-25
Sexual Harassment Committee
Student Grievance Redressal Committee

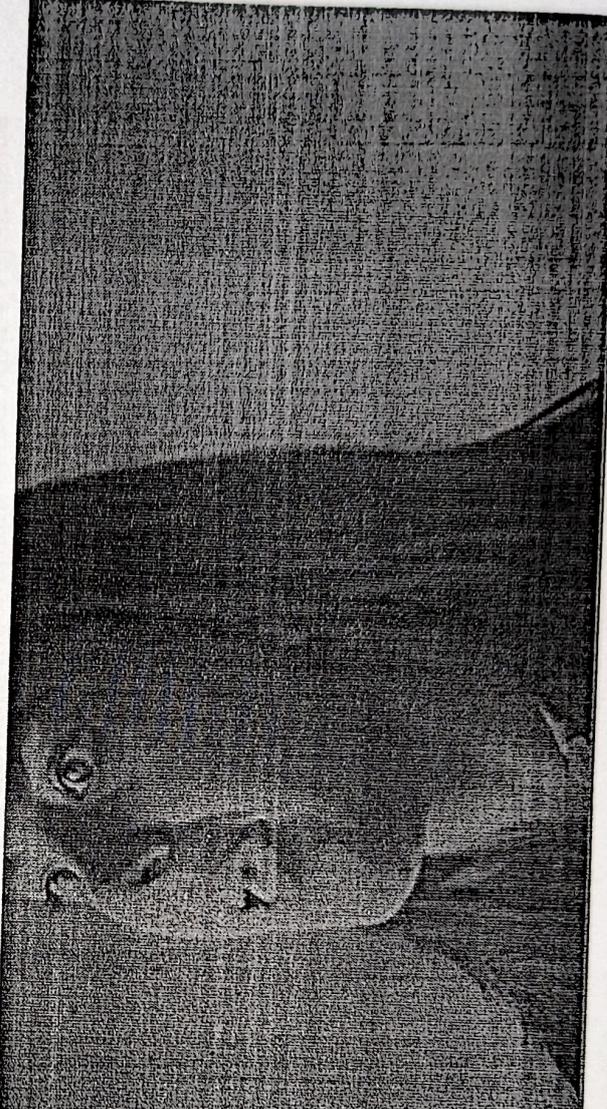
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Student's Feedback Form

1. Are you aware that KIHEAT has an active grievance redressal cell (KIHEAT SGRC)?
A. Yes
B. No
2. Are you aware about the working mechanism of the KIHEAT grievance redressal cell (KIHEAT SGRC)?
A. Yes
B. No
3. Are you aware about in charges of KIHEAT grievance redressal Cell (KIHEAT SGRC)?
A. Yes
B. No
4. Are you aware of the student members of KIHEAT Grievance Redressal Cell (KIHEAT SGRC)?
A. Yes
B. No
5. How can a student become a member of KIHEAT grievance redressal cell (KIHEAT SGRC)?
A. Election
B. Nomination
6. What kind of grievances are Redressed (Solved)?
A. Academic
B. Non-Academic



9. Whom do you report/Share if you have any grievance-

- A. Class representative
- B. Grievance Box
- C. Grievance Cell Student Members
- D. Faculty
- E. Grievance Cell Incharges
- F. Principal
- G. Reception

10. How often are your complaints and grievance being taken care of?

- A. Not at all
- B. Frequently
- C. Rarely
- D. Mostly

11. How much time? Does KIHEAT SGRC take for any complaint redressed(Solution)

- A. 1-2 Days
- B. 2-4 Days
- C. 1 Weeks

12. Are you satisfied with the existing grievance settlement system KIHEAT SGRC?

- A. Mostly
- B. Rarely
- C. Sometimes
- D. Not at all



Signature of the Student: Amitesh Singh

Date: 21/10/24

Kamal Institute of Higher Education and Advance Technology
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Student's Feedback Form

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 A. Yes
 B. No
5. How can a student become a member of KIHEAT grievance Redressal cell (KIHEAT SGRC)?
 A. Election
 B. Nomination
6. What kind of grievances are Redressed (Solved)?
 A. Academic
 B. Non-Academic
7. Have you ever faced a grievance in KIHEAT?
 A. Yes
 B. No
8. If you have faced any grievance, It is primarily related to-
 A. Fee
 B. Administration Policies
 C. Academic Environment
 D. Marks and Grades
 E. Fines
 F. Other



9. Whom do you report/Share if you have any grievance-

- A. Class representative
- B. Grievance Box
- C. Grievance Cell Student Members
- D. Faculty
- E. Grievance Cell Incharges
- F. Principal
- G. Reception

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- D. Mostly

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- A. 1-2 Days
- B. 2-4 Days
- C. 1 Weeks

12. Are you satisfied with the existing grievance settlement system KIHEAT SGRC?

- A. Mostly
- B. Rarely
- C. Sometimes
- D. Not at all

Signature of the Student:

Date: 20/11/2024





KAMAL INSTITUTE OF HIGHER EDUCATION AND ADVANCE TECHNOLOGY

(AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, DWARKA, NEW DELHI)

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Visit us at : www.kamalinstitute.com

Dated... 24/2/2025

Ref. No. K.I.H.E.A.T./2025/3796



To,
The Registrar,
G.G.S.I.P. University,
Sector-16-C, Dwarka,
New Delhi-110078

Subject: Declaration of Grievance Complaints Received in the Quarter (November 2024 – January 2025)

Dear Sir/Madam,

In compliance with institutional and regulatory requirements, this report formally declares that one grievance complaint was received by Kamal Institute of Higher Education and Advance Technology during the period from November 2024 to January 2025.

Our institution remains steadfast in fostering a harmonious and inclusive environment for all stakeholders. To this end, we have diligently implemented and monitored robust grievance redressal mechanisms. These mechanisms include prominently placed complaint boxes and designated grievance redressal committees that ensure transparency and swift resolution of concerns.

Summary of Grievance Complaint:

- Number of Complaints: 1
- Nature of Complaint: Need of plumbing work & cleaning in Girls Washrooms.



KAMAL INSTITUTE OF HIGHER EDUCATION
AND ADVANCE TECHNOLOGY

M.: 771082316
771088911

(AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, DWARKA, NEW DELHI)

K-1, EXTENSION, MOHAN GARDEN, NEW DELHI-110059

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I. No. K.I.H.E.A.T / 2024 / 3783

Dated 23/12/24

To
The Registrar
GGSIP University,
Sector - 16 C, Dwarka,
New Delhi -110078.



Subject: Declaration of No Grievance Complaints Received in the Quarter, "August-October 2024"

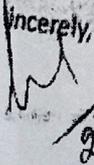
Dear Sir/Madam,

I am writing to formally declare that no grievance complaints have been reported by Kamal Institute of Higher Education and Advanced Technology during the period of August-October 2024.

Our institution remains steadfast in fostering a harmonious and inclusive environment for all stakeholders. To this end, we have diligently implemented and monitored robust grievance redressal mechanisms. These include prominently placed complaint boxes and accessible online portals. These measures ensure that any concerns are promptly addressed, yet we are pleased to report that no complaints were lodged during the stated quarter.

This declaration reflects our commitment to upholding a conducive atmosphere that supports academic and personal growth. Please consider this letter as an official confirmation of the absence of grievances during the specified period.

Sincerely,


23/12/24

Deep Arofa

Director
Kamal Institute of Higher
Education and Advance Technology
Mohan Garden, New Delhi-110059
Affiliated to GGSIP University Delhi





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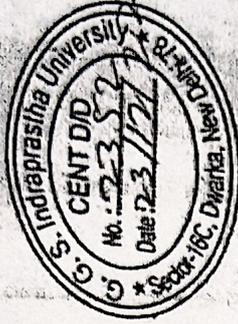
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e-mail: info@kamalinstitute.com, kamalinstitutehighereducation@gmail.com

Visit us at: www.kamalinstitute.com

Ref. No. 3781/KIHEAT/2024

Dated 23/11/24



To
The Honorable Vice-Chancellor,
Guru Gobind Singh Indraprastha University (GGSIU),
Sector 16-C, Dwarka,
New Delhi-110078.

Subject: Submission of Monthly Report on Compliance with Anti-Ragging Measures

Respected Sir,

In compliance with the guidelines issued by the UGC & GGSIU and as per the Anti-Ragging Regulations, I hereby submit the monthly report on anti-ragging measures implemented at Kamal Institute of Higher Education and Advance Technology (KIHEAT) for the month of September-November.

1. Compliance with Anti-Ragging Measures:
 - a. The institution has ensured strict compliance with all anti-ragging measures as mandated by the University Grants Commission (UGC) and the University.
 - b. Anti-ragging committees and squads are actively functioning and conducting regular rounds to monitor and ensure a ragging-free campus environment.
 - c. Awareness programs, including seminars and workshops on anti-ragging policies, have been conducted to sensitize students and staff.
2. Report on Ragging Incidents:
I am pleased to inform you that no incidents of ragging have been reported in the institution during the specified period.



Proactive Measures Taken:

- a. Display of anti-ragging posters across the...

9/28/24, 11:10 AM

Gmail - Fw: Constitution of Grievance Redressal Committee for the Students in Higher Education

Gmail

Kamal Institute <kiheat20@gmail.com>

Fw: Constitution of Grievance Redressal Committee for the Students in Higfler Education Institutions

1 message

Priti Srivastava <drpriti1970@yahoo.com>
To: Kamal Institute <kiheat20@gmail.com>

27 September 2024 at 21:47

----- Forwarded message -----

From: Dr. Anudeep Arora <anudeep@kamalinstitute.com>
To: "drpriti1970@yahoo.com" <drpriti1970@yahoo.com>
Sent: Thursday 26 September, 2024 at 03:24:03 pm IST
Subject: Fwd: Constitution of Grievance Redressal Committee for the Students in Higher Education Institutions

----- Forwarded message -----

From: Secondary User <info@kamalinstitute.com>
Date: Tue, 24 Sep 2024 at 2:21 PM
Subject: Re: Constitution of Grievance Redressal Committee for the Students in Higher Education Institutions
To: Affiliation Branch, GGS IP University, Delhi <affiliation@ipu.ac.in>
Cc: Dr. Anudeep Arora <ANUDEEP@kamalinstitute.com>

Dear Sir/Madam,

Greetings!

In response to your email regarding the constitution of the Grievance Redressal Committee for the Students in Higher Education Institutions as per WP (Crl.) No. 793/2017, we are pleased to inform you that we are providing the required details in the attached Excel format.

We acknowledge the urgency of this matter and have ensured that the information is submitted well before the requested deadline of 25/09/2024.

Please feel free to reach out if any further clarifications are needed.



Students

1-28

Gmail - Fw: Constitution of Grievance Redressal Committee for the Students in Higher Education Institute

24, 11:10 AM

 **SGRC KIHEAT.xlsx**
11K



Details of the Student Grievance Redressal Committee(s) (Name, Designation, Phone and Email)

| No. | Name of the University/College | Contact Details | Affiliated to (In case of a College) | AISHE Code of the Institution | Name(s) of the Ombudsman(s) with contact details (In the case of a university) (Name, Designation, Phone and Email) | Name | Designation | Phone | Email ID |
|-----|--|---------------------------|--|-------------------------------|---|---|---|--|---|
| 1 | Kamal Institute of Higher Education and Advance Technology | 9999884081, 8851735219 | Guru Gobind Singh Indraprastha University, Dwarka, New Delhi | C-32840 | Dr. Durgesh Batra, Ombudsman, 9887692936, durgesh.batra@jaipur. manipal.edu | Dr. Anudeep Arora Dr. Priti Srivastava Mr. Saurabh Kumar Mishra Ms. Neha Arora Ms. Sheetal Devi Mr. Harjeet Singh Mr. Akshit Pathania Mr. Gaurav Singh Joon Ms. Pooja Batra | Chairperson Member Member Member Member Member Student Representative Student Representative Student Representative | 9999884081 9319776903 9716754246 9818054554 9911855044 8800356711 7807707161 9911678931 8287221294 | anudeep@kamalinstitute.com drpriti1970@yahoo.com saurabhkiheat@gmail.com neha.kiheat@gmail.com sheetal.devi10@gmail.com harjeetsinghcool135@gmail.com akshit1148@gmail.com gauravsinghjoon@gmail.com poojabatra9507@gmail.com |





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EDUCATION

M.: 7710823166
7710889112

NEW DELHI
110059
ail.com

Sexual Harassment

Ref. No.

Dated...21/9/2024

Sexual Harassment Committee 2024-25

To prevent Sexual Harassment of women in the Institute, Sexual Harassment Committee is formed. Members are as followings:

| S.No. | Name | Designation |
|-------|----------------------|-------------|
| 1. | Dr. Priti Srivastava | Convenor |
| 2. | Dr. Meenakshi Sharma | Member |
| 3. | Dr. Preeti Vats | Member |
| 4. | Ms. Neha Arora | Member |



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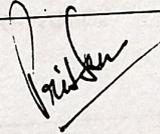
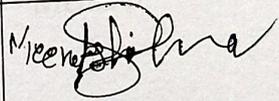
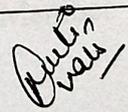
Visit us at : www.kamalinstitute.com

Dated...21/9/2024

No.

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| 2. | Dr. Meenakshi Sharma | Member |  |
| 3. | Dr. Preeti Vats | Member |  |
| 4. | Ms. Neha Arora | Member |  |


DIRECTOR


KAMAL INSTITUTE OF HIGHER EDUCATION AND ADVANCE TECHNOLOGY
(Affiliated to Guru Gobind Singh Indraprastha University, Delhi)
K-1 Extn. , Mohan Garden, New Delhi-110059

66
12

Minutes of the meeting of Sexual Harassment Committee held on 21/09/2024.

3. The committee decided to introduce themselves to all the students of new session and make them aware about their rights and existing policies regarding sexual harassment in college premises.
4. New "Sexual Harassment Committee" for next session 2024-25 is formulated.

Complaints received- NIL

Action taken report-- NIL

List of members of Sexual Harassment Committee for 2024-25

| S.No. | Name | Designation |
|-------|----------------------|-------------|
| 1. | Dr. Priti Srivastava | Convenor |
| 2. | Dr. Meenakshi Sharma | Member |
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Copy to: Director/Principal for information

Copy to: All Sexual Harassment Committee Member



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Dated...24/9/24

Ref. No.

Anti-Ragging Committee Session 2024-25

In accordance with the Ministry of Education's directive dated 5th July 2023, and in compliance with the University Grants Commission (UGC) "Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009," Kamal Institute of Higher Education and Advance Technology is constituting an Anti-Ragging Committee to ensure a safe, ragging-free environment on campus.

The following members are hereby appointed to the Anti-Ragging Committee with immediate effect:

| S. No. | Name | Designation | Signature |
|--------|--------------------------|------------------------|-----------|
| 1 | Dr. Anudeep Arora | Convenor | Anudeep |
| 2 | Dr. Priti Srivastava | Member | Priti |
| 3 | Mr. Saurabh Kumar Mishra | Member | Saurabh |
| 4 | Ms. Neha Arora | Member | Neha |
| 5 | Mr. Harjeet Singh | Member | Harjeet |
| 6 | Mr. Akshit Pathania | Student Representative | Akshit |
| 7 | Mr. Gaurav Singh Joon | Student Representative | Gaurav |
| 8 | Ms. Pooja Batra | Student Representative | Pooja |

Roles and Responsibilities:

- The Anti-Ragging Committee will take immediate action on any ragging complaints and ensure a strict, ragging-free atmosphere in the institution.
- All efforts will be made to raise awareness through workshops, seminars, posters, and various campaigns as per the UGC guidelines.

Dr. Anudeep Arora
(Convenor)

Anti-Ragging Committee





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Anti Ragging

Ref. No.

Dated. 24/9/24

Anti-Ragging Committee Session 2024-25

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| 2 | Dr. Priti Srivastava | Member |
| 3 | Mr. Saurabh Kumar Mishra | Member |
| 4 | Ms. Neha Arora | Member |
| 5 | Mr. Harjeet Singh | Member |
| 6 | Mr. Akshit Pathania | Student Representative |
| 7 | Mr. Gaurav Singh Joon | Student Representative |
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Dr. Anudeep Arora

(Convenor)

Anti-Ragging Committee



KAMAL INSTITUTE OF HIGHER EDUCATION AND ADVANCE TECHNOLOGY
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K-1 Extn. , Mohan Garden, New Delhi-110059

Date-19 /09/2024

CIRCULAR

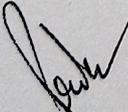
It is here by informed that the undersigned convened a meeting with all the members of Anti Ragging Committee today, on 19th September 2024 at 11.30 AM. in Educational Technology lab.

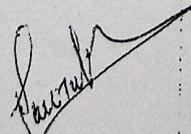
All the members attended the meeting without fail.

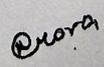
Minutes of the Anti-Ragging Committee

Convenor of the committee welcomed the members and discussed the following points to curb the ragging:

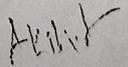
1. It is the responsibility of the seniors to guide the fresher's whenever they approach them.
2. It is also the responsibility of the senior students to involve their juniors in all kind of activities.
3. If any incident of ragging occurs it is the duty of senior students to bring it to the notice of higher officials.
4. Seniors must ensure that no ragging is taking place anywhere in the campus.
5. As responsible members of the college seniors must help and cooperate with the juniors.
6. As per the guidelines of Honorable Supreme Court of India and the directions of UGC, students are instructed to submit an Anti-Ragging Affidavit separately by students and Parents.
7. It is the responsibility of all employees and students that they shall comply with guidelines/advisories issued by the Govt. of India/State Govt. from time to time regarding the precautionary measures to prevent spread of COVID-19. Further, in view to ensure safety in the office and work places, all the officers/officials are requested to follow the guidelines issued by central/state government including wearing of mask, social distancing and installation of Arogya Setu app in their mobiles, to avoid spread of COVID-19.
8. To create awareness on ragging planned to conduct workshop for students & faculty.

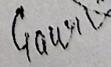

Dr. Priti Srivastava
(Member)


Mr. Saurabh
(Member)

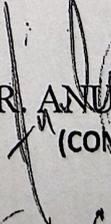

Ms. Neha
(Member)


Mr. Harjeet
(Member)


Mr. Akshit
(Member students)


Mr. Gaurav
(Member students)


Ms. Pooja
(Member students)


DR. ANUDEEP ARORA
(CONVENOR)

Copy to: Director /Principal for information
Copy to: All Anti Ragging Committee Member



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Anti – Ragging Committee 2024-25

Keeping in view of Supreme Court order banning ragging in Educational Institute Anti –Ragging Committee is formed. Following are the members of the Committee.

The following members are hereby appointed to the Anti-Ragging Committee with immediate effect:

| S. No. | Name | Designation |
|--------|--------------------------|------------------------|
| 1 | Dr. Anudeep Arora | Convenor |
| 2 | Dr. Priti Srivastava | Member |
| 3 | Mr. Saurabh Kumar Mishra | Member |
| 4 | Ms. Neha Arora | Member |
| 5 | Mr. Harjeet Singh | Member |
| 6 | Mr. Akshit Pathania | Student Representative |
| 7 | Mr. Gaurav Singh Joon | Student Representative |
| 8 | Ms. Pooja Batra | Student Representative |



DR. ANUDEEP ARORA
(CONVENOR)
Anti-Ragging committee





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E-mail: info@kamalinstitute.com, kamalinstitute@rediffmail.com, admission@kamalinstitute.com

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Dated 01/08/2024

NU

Ms. Preeti Sinha,
410, Supriya Apartment
Sector 10, Dwarka,
New Delhi -110075

Subject:- Appointment Letter.

I am pleased to inform you that on the basis of your application and subsequent interview, you are offered appointment as psychiatrist and counsellor on visiting basis in Kamal Institute of Higher Education and Advance Technology, Mohan Garden, New Delhi. Your salary and allowances will be on hourly basis.

The term of the engagement shall be for a period from 01-08-2024 to 30-06-2025. The engagement shall stand automatically terminated on the expiry of the period of contract i.e. 30-06-2025, and no specific letter will be issued in this regard.

The appointment is purely of contractual in nature and will not confer upon her any right whatsoever for confirmation/ regular appointment or placement.

Your services may be terminated without assigning any reason by giving one month's notice or by paying salary for one month in lieu of the notice period.

Your continuous satisfactory performance shall be the basis for your continuity in the service at the Institute. You will be required to develop and maintain a well disciplined healthy academic environment while dealing with the problems and issues in and outside the Institute.

If the above terms and conditions are acceptable to you, you may report for duty in the Institute on 01-08-2024, failing which the appointment will automatically stand cancelled.

Preeti Sinha
Signature

[Signature]
Director

Kamal Institute of Higher Education and Advance Technology
Mohan Garden, New Delhi-110059





M.: 7710823166
7710889112

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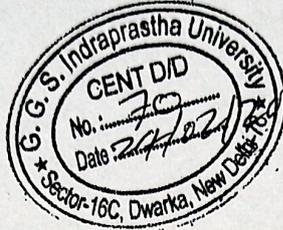
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Visit us at : www.kamalinstitute.com

Ref. No. K.I.H.E.A.T./2025/3796

Dated...24/2/2025

To,
The Registrar,
G.G.S.I.P. University,
Sector-16-C, Dwarka,
New Delhi-110078



Subject: Declaration of Grievance Complaints Received in the Quarter (November 2024 – January 2025)

Dear Sir/Madam,

In compliance with institutional and regulatory requirements, this report formally declares that **one grievance complaint** was received by Kamal Institute of Higher Education and Advance Technology during the period from **November 2024 to January 2025**.

Our institution remains steadfast in fostering a harmonious and inclusive environment for all stakeholders. To this end, we have diligently implemented and monitored robust grievance redressal mechanisms. These mechanisms include prominently placed complaint boxes and designated grievance redressal committees that ensure transparency and swift resolution of concerns.

Summary of Grievance Complaint:

- **Number of Complaints:** 1
- **Nature of Complaint:** Need of plumbing work & cleaning in Girls Washrooms.
- **Action Taken:** With In 2-3 Days
- **Status:** Resolved

This declaration reflects our ongoing commitment to upholding a conducive atmosphere that supports academic and personal growth. Please consider this report as an official record of grievance complaints received and addressed during the specified period.

Your Sincerely,

Principal
Kamal Institute of Higher Education and Advanced Technology

