

6.2.2

The Organizational Structure of the institution is substantially formed to govern academic administrative Process which are then followed by forming govt. bodies

The remarkable committee out of all it is internal quality Assurance cell (IQAC) and college Development Committee (CDC)

The ultimate Authority of the institute is Principal / Director. The Next Authorized Person at institute is the registrar for handling all administrative and supporting activities.

Principal the Appoints head for respective department with dean for all major Activities like Academic, Research & Development, Student Affairs etc. It is all to Control & Manage All Department Related Activities.

Placement- Being one of the measuring Criteria, identifying & Appointing a Training & Placement Officer is Crucial.

Exam-

Being Inevitable Part of any Institution its Pivotal to Appoint a Chief Examination Officer Off course for Smooth Condition of all Sorts of Examination.

Being an Engineering Institute, one needs the best- I.T. infrastructure to maintain the day today activities over data / in ternate with deployment Open Source Software's

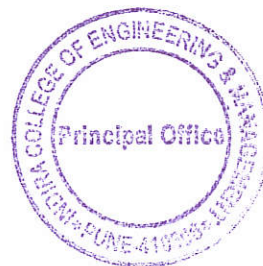
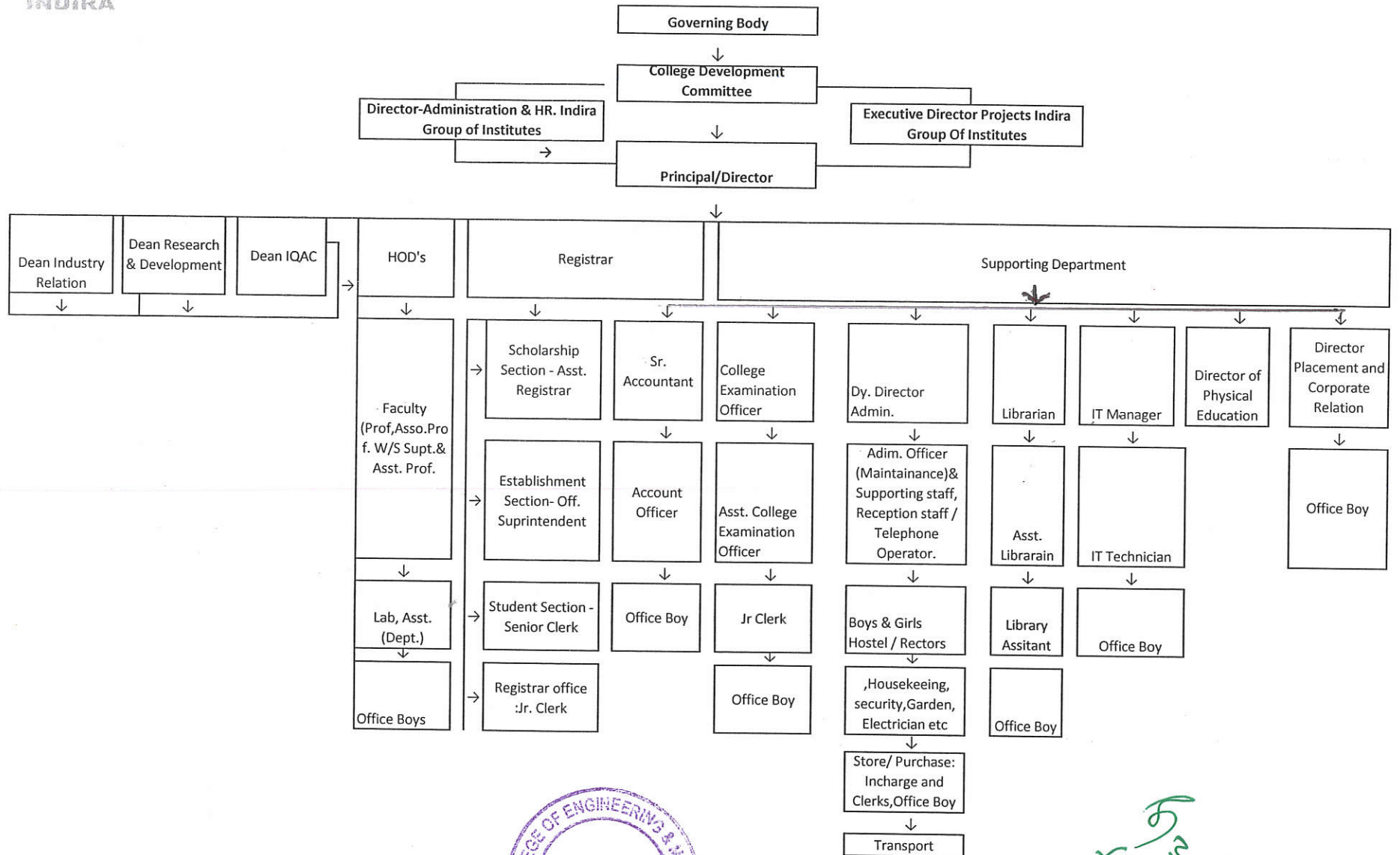
Sport being inevitable part of the institute, director of physical education needs to be appointed active to above all sports activities/events

A separate warden/rector for hostel are needed to assist & care students who occupies hostel appointed separate for boys, girls as per the directives by AICTE, UGC, university (SPPU) which are later published in IGI Policy.





Indira College of Engineering & Management, Parandwadi, Pune College Organisation Structure



Principal
 Indira College of Engineering
 & Management, Parandwadi, Pune.

[Handwritten initials]



AY / Sr.no

WOMEN WELFARE POLICY

Policy Statement:

To create an environment that will help women realize their full potential and give their best and also promote general well-being of female students.

Major Policy Elements:

- ❖ To promote a culture of respect and equality for female gender.
- ❖ To create awareness about health and hygiene among female staff and students.
- ❖ To create social awareness about the problems of women in general and gender discrimination in particular by means of programs.
- ❖ To prevent sexual harassment at workplace.
- ❖ To develop skills among the female staff and students by means of workshops and training programs for their overall personality development as well as for the encouragement of self-reliance among them.
- ❖ To create legal awareness among women by informing about Women Welfare Laws.

Implementation Mechanism:

- ❖ To organize regular booming session, seminar and workshop to impart knowledge of opportunities and tools available and train the women.
- ❖ Make a conducive counseling environment for female gender to share their problems.
- ❖ Provide appropriate working conditions in respect of work, leisure, health and hygiene.
- ❖ First half hour for yoga & meditation for all female staff & students.
- ❖ Organize socially relevant programs.
- ❖ Encourage participation of NGOs working in the area of women's development in the activities of the Cell.
- ❖ Organize cultural programs with the basic objective of increasing awareness in women.
- ❖ Session on Women Empowerment and Constitutional Provisions.
- ❖ Maternity leave available to the working women to be increased from 12 weeks to 26 weeks for the first two children.
- ❖ The institute may permit a woman to work from home if her baby is below one year and for those who has critical health issue.
- ❖ Institute may provide day care facility for those women staff whose baby is less than five year

Name of members who have drafted policy

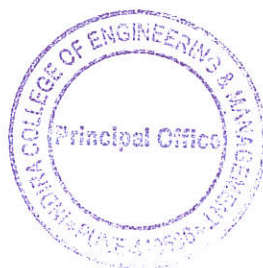
Principal ICEM


Member1: Manjusha Tomar

Sign & Stamp

Member2: Dr. Archana Salve

Member3: Dr. Darshana Desai




Principal
Indira College of Engineering
& Management, Parandwadi, Pune.

