Anti-Ragging Committee

O/C

MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

उद्यमेन हि सिध्यन्ति कार्याणि न मनोरथैः

(ISO 9001:2008 Certified)
APPROVED BY AICTE, MINISTRY OF HRD, GOVT. OF INDIA AND
AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, DELHI

MAIT/CoC/2025

Ref. No.....

September 16, 2025

Date.....

To
The Station House Officer
Aman Vihar Police Station
Delhi

Subject: Request for Nomination on Anti-Ragging Committee of the Institute

Respected Sir/Ma'am,

As per the guidelines and directives of the All-India Council for Technical Education (AICTE), every institute is required to constitute an *Anti-Ragging Committee* to ensure a safe and conducive academic environment for students. The committee must include a representative from the local police station to strengthen vigilance and preventive measures against ragging.

In this regard, we kindly request you to nominate yourself or depute a suitable representative from Aman Vihar Police Station to be a member of the Anti-Ragging Committee of **MAIT**.

We further seek your permission to mention the nominated member's name and contact number on the institute's official website as well as on the Anti-Ragging posters, as mandated by AICTE norms.

We assure you that your association will greatly support us in upholding discipline, safety, and welfare of our students.

We sincerely look forward to your kind approval and cooperation.

(Prof. Neelam Sharma)
Director

Enclosed :-
AICTE
Anti-Ragging Committee Regulations

DELHI POLICE
Dy. No. 16/09
Date

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Maharaja Agrasen Institute of Technology

August 1, 2025

NOTICE: ANTI RAGGING MEASURES

The Students are advised not to indulge in ragging of the freshers. Any student found indulging in such activities is likely to be punished. In this connection please note that:

1. The Supreme Court of India directive dated 4th May 2001 is very important. It states "any student found ragging shall be punished severely. The punishment includes expulsion/ suspension from the classes as well as from the Institute". Also a fine with public apology has been suggested.
2. Also, all the benefits that a student gets shall be withdrawn which include withholding of results as well.
3. Freshers are advised to contact the Institute authorities in case they feel aggrieved by the Ragging in any manner. As a matter of fact, any staff member of the Institute can be contacted. However, some of the names of the senior faculty members are listed below: -

Sl. No.	Name	Designation	Contact Nos.
1	Prof. S. S. Deswal	Dean, MAIT	9212421247
2	Prof. Sachin Gupta	Dean, R&I	9811468541
3	Prof. Namita Gupta	HoD (CSE)	9811257754
4	Prof. Sunil Kumar	HoD (ECE)	9868488513
5	Dr. Vaibhav Jain	HoD (ME)	9868004700
6	Dr. Sangeeta Rawal	HoD (MBA)	8826020000
7	Prof. Amit Gupta	HoD (BBA)	9891911304
8	Prof. Amita Goel	HoD (IT)	9810239354
9	Dr. Bhoomi Gupta	HoD (ITE)	9990111970
10	Dr. Vinay Saini	HoD, CSE (DS,AI &ML)	9811703596
11	Prof. Puja Singh	HoD (Applied Science)	9717390963
12	Dr. Monika Gupta	HoD (EEE)	9818006038
13	Prof. Shikha Saxena	Professor (Humanities)	9910900873
14	Dr. Pooja Gupta	HoD (CST)	9910803581
15	Prof. M. L. Sharma	Advisor & Professor	9871480238
16	Prof. Rajveer Mittal	Advisor & Professor	9999985209
17	Prof. V. N. Mathur	Professor (ME)	9810903760
18	Prof. Poonam Tandon	Professor (Phy.)	9213141583
19	Dr. Ritu Walia	Associate Professor (Phy.)	9810956260
20	Dr. Anil Kumar	Asstt. Prof. Mathematics)	9990605567
21	Dr. L. P. Singh	Associate Professor (EEE)	9811807316
22	Dr. K. P. Tripathi	Asstt. Prof. (Physics)	9968392244

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

23	Dr. Rajiv Jain	Asstt. Prof. (MBA)	9811739207
24	Dr. Neha Sharma	Asstt. Prof. (BBA)	9873030082
25	Ms. Anjali Gupta	Asstt. Prof. (BBA)	9501230823
26	Mr. Jeevan	Member from NGO (Arya Gurukul Tihar Gram)	9818287125
27	Mr. Vijay Kumar	Representative of Civil & Police Administration, Aman Vihar Police Station	8750870321
28	Mrs. Uma Rani	Parent Representative	9968061728
29	Mrs. Geeta Aggarwal	Parent Representative	9953712082
30	Aishna Jain (BBA)	Student Representative	9899692100,
31	Naina Maheshwari (BBA)	Student Representative	9897523470
32	Sana Sadanand Gadpayle (B. Tech)	Student Representative	8999336912

(Prof. Neelam Sharma)
Director

All Notice Boards

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

July 30, 2025

NOTICE

RAGGING UNLAWFUL ACTIVITY

1. **RAGGING** has been declared as an illegal activity inside and outside the Campus. University Orders on the subject are very clear. All students are hereby cautioned not to indulge in these unlawful activities. Strict disciplinary action will be taken against default of the Orders banning Ragging within or outside the Institutional area.
2. Students found absent from their classes would also be presumed indulging in these activities, which may attract disciplinary action.
3. Watch and Ward Staff will ensure and stop the illegal entry of the personnel in the College Premises
4. Relevant Extract from Guru Gobind Singh Indraprastha University **Notification No.F.18(88/92/CB/Edc./PF/ dated January 2000** on the subject matter is reproduced below for information of all students and Staff.

EXTRACT FROM UNIVERSITY NOTIFICATION ON RAGGING

Ragging in any form shall be strictly prohibited within the premises of the University, a college or an institution, as the case may be, or in any part of the University system as well as on public transport, or at any other place, public or private.

Any individual or collective act or practice or ragging shall constitute an act or gross indiscipline and shall be dealt with under the provisions of this ordinance.

Ragging, for the purposes of this ordinance, shall ordinarily mean any act, conduct or practice by which the dominant power or statues of senior students is brought to bear upon the students who are in any way considered junior or inferior by the former and includes individual or collective acts or practices which

a. Involve physical assault or threat to use physical force.
b. Violate the status, dignity and honour of students, in particular women students and those belonging to a scheduled caste or scheduled tribe;
c. Expose students to ridicule or contempt or commit an act which may lower their self esteem; and
d. Entail verbal abuse, mental or physical torture, aggression, corporal punishment, harassment, trauma, indecent gesture and obscene behaviour.

(Prof. Neelam Sharma)
Director

All Notice Boards
All Faculty & Staff Members

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Maharaja Agrasen Institute of Technology

July 30, 2025

PREVENTION OF RAGGING IN THE MAIT CAMPUS

To prevent ragging in the MAIT Campus, following measures will be taken by all concerned:

Wardens will take the rounds of the campus from 8.00 A.M. to 8:00 P.M. every day to ensure that no ragging of students takes place in the campus. They will ensure to:

a) Prevent ragging of the freshers.

b) Maintain discipline in the campus. Large gatherings to be dispersed immediately. Students will be directed to go to their respective classes. No loitering in the campus will be allowed.

They will contact immediately to Prof. Sunil Kumar, HOD, ECE Department, Convener, Proctorial Board for any assistance, if required.

(Prof. Neelam Sharma)
Director

All Notice Boards

Copy to:

1. Dr. Sunil Kumar, HOD, ECE
2. Hostel Wardens

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

MAIT/Ragging/2025

July 30, 2025

RAGGING ESCORT

The new session is starting from August 18, 2025. Approximately 2500 new students are likely to join the Institute. Inspite of the clear instructions that Ragging in any form is prohibited; there may be instances that certain disgruntled students may do this indisciplinary act. This is our responsibility to ensure that such incidents of ragging are prevented in any case.

The following staff members are being deputed on the job to see that there is no such incident of ragging within and near by area of the Institute campus. The staff members are requested to continuously move around in the campus and outside, which will act as deterrent to the culprits.

1. Prof. Puja Singh
2. Prof. Poonam Tandon
3. Mr. U. K. Jha
4. Dr. Shivani Aggarwal
5. Dr. Javed Ahmad
6. Dr. Arti Kaushik
7. Dr. Nitin Sharma
8. Dr. Parul Sharma
9. Mr. Jitender Lather
10. Ms. Narinder Kaur

(Prof. Neelam Sharma)
Director

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Maharaja Agrasen Institute of Technology

July 30, 2025

ANTI –RAGGING MEASURES

To see that students do not resort to ragging and thereby causing hurt to fresh entrants to the Institute. In case some students are found to indulge in ragging, the concerned co-coordinator of the shall immediately report his/her name to the **Dr. Sunil Kumar, Convener Proctorial Board**. The proctorial Board after discussing the particular case shall take action as per the guidelines of the Supreme Court order dated 03.03.2001 regarding the ragging in educational Institutions.

PROCTORIAL BOARD

Prof. Sunil Kumar (Convener)
Dr. Javed Ahmad
Mr. Anil Gupta
Dr. S. K. Pandey
Mr. Ajay Kaushik

MOBILE SQUAD
(Entrance, Canteen & approach Roads of the Institute)

1. Prof. Puja Singh
2. Prof. Poonam Tandon
3. Mr. U. K. Jha
4. Dr. Shivani Aggarwal
5. Dr. Javed Ahmad
6. Dr. Arti Kaushik
7. Dr. Nitin Sharma
8. Dr. Parul Sharma
9. Mr. Jitender Lather
10. Ms. Narinder Kaur

(+ ALL OTHER TEACHERS WHO ARE AVAILABLE AT A GIVEN TIME DURING THE DAY)

(Prof. Neelam Sharma)
Director

All Notice Boards
All Faculty & Staff Members

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Maharaja Agrasen Institute of Technology

July 30, 2025

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6	Dr. Sangeeta Rawal	HoD (MBA)	8826020000
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12	Dr. Monika Gupta	HoD (EEE)	9818006038
13	Prof. Shikha Saxena	HoD (English)	9910900873
14	Dr. Pooja Gupta	HoD (CST)	9910803581
15	Prof. M. L. Sharma	Advisor & Professor	9871480238
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20	Dr. Anil Kumar	HoD (Mathematics)	9990605567
21	Dr. L. P. Singh	Associate Professor (EEE)	9811807316
22	Dr. K. P. Tripathi	Asstt. Prof. (Physics)	9968392244
23	Dr. Rajiv Jain	Asstt. Prof. (MBA)	9811739207
24	Dr. Neha Sharma	Asstt. Prof. (BBA)	9873030082
25	Ms. Anjali Gupta	Asstt. Prof. (MBA)	9501230823

(Prof. Neelam Sharma)
Director

All Notice Boards

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Grievance Redressal of SC/ST Students and Staff Committee

Maharaja Agrasen Institute of Technology

Date: March 07, 2025

NOTICE

A meeting of Grievance Redressal of SC/ST Students and Staff is being scheduled on March 10, 2025 at 3:00 PM in room no. 222. All the members are requested to attend the meeting as per the schedule.

Mr. Anil Gupta

Convenor

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Maharaja Agrasen Institute of Technology

Date: March 10, 2025

Minutes of the Meeting

Minutes of the meeting of Grievance Redressal of SC/ST students and staff committee

A meeting of Grievance Redressal of SC/ST Students and Staff was held on March 10, 2025 at 3:00 PM in room no. 222 to address any grievance from SC/ST students or staff. The following committee were present in the meeting.

1. Mr. Anil Gupta, Convenor
2. Prof. M.L.Sharma, Member
3. Prof. V.N. Mathur, Member
4. Prof. Shikha Saxena, Member
5. Dr. Neha Sharma, Member
6. Mr. Anil Kumar, Admin

Since no matter was reported by any SC/ST student or staff, the meeting ended at a positive note.

Mr. Anil Gupta

Convenor

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

I.12

Records of grievance redressal mechanism including anti-ragging committee, sexual harassment committee and corrective measures taken in the last 3 years.

Maharaja Agrasen Institute of Technology

MAIT/COC/2025

August 28, 2025

CIRCULAR

This is in continuation to the earlier circular dated March 20, 2025 the Internal Committee (IC) (Sexual Harassment of Women – Prevention, Prohibition and Redressal at Workplace) is revised with immediate effect:

1. Prof. Puja Singh, Applied Sc., **Convener**
2. Prof. Shikha Saxena, Humanities, Member
3. Prof. Amita Goel, HoD, ITE, Member
4. Dr. Anil Kumar, Assistant Professor, Applied Science
5. Dr. Neha Sharma, Assistant Professor, MBA
6. Ms. Bhavna Saighal, Admin, Member
7. Ms. Sheetal Batra, Admin,Member
8. Dr. Praveen Gupta, Legal Advisor, Member (External)
9. Dr. Poornima, Legal Advisor, Member (External)
10. Mr. Surinder Maan (M) 9034281919 – Member-NGO, MDD of India
11. Mr. Gunit Narang-MBA-1st year , Student Representative
12. Ms. Aarohi Patel , Enrol: 04514816023, ECE -Student Representative

The committee is required to be vigilant to redress the complaint and resolve the same at the earliest.

(Prof. Neelam Sharma)
Director

All above listed members

Copy to :

1. Founder and Chief Advisor
2. Chairman
3. General Secretary
4. Jt. General Secretary
5. Treasurer
6. Director General (MAIT)

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

From: AICTE(no-reply) <noreply2@aicte-india.org>
Sent: Tuesday, December 16, 2025 10:47 AM
To: satvirdeswal@hotmail.com <satvirdeswal@hotmail.com>
Subject: Observance of Sexual Harassment Prevention Week (10th–17th December, 2025) for awareness on the provisions of The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and SHe-Box Portal -reg.

Sir/Madam,
Reference is invited to our earlier communication in this regard dated 31.07.2025 with subject title *"Updation of Information on She-Box Portal for Effective Implementation of Sexual Harassment Prevention Act"* and the communication received from the Secretary, Ministry of Women and Child Development, Government of India, vide **D.O. Letter No. 13016/2/2017-WW-Part (1)** dated **10th December, 2025**, regarding implementation of the new Labour Codes to ensure workplace safety and to promote meaningful participation of women across all sectors of the economy, in alignment with the Hon'ble Prime Minister's vision of women-led development for a *"Viksit Bharat"* by 2047.
The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (SH Act) is a cornerstone legislation aimed at protecting the dignity of women and ensuring safe and secure workplaces. In this regard, the Ministry of Women and Child Development has launched an online portal, **SHe-Box**, as a nation-wide centralized digital platform for registration and monitoring of complaints and related data.
It is informed that more than one lakh public and private workplaces have already been onboarded on the SHe-Box portal. Further, the Hon'ble Supreme Court, in its order dated **12.08.2025** in the case of Aureliano Fernandes vs. State of Goa, while underscoring the importance of this initiative, has directed all employers to onboard the details of their workplaces on the said portal.
In view of the above, all the Institutions/ Universities are requested to disseminate the above information widely among faculty/Staff/students and also to observe the period from **10th December to 17th December, 2025** as **"Sexual Harassment Prevention Week".** During this period, suitable activities may be organized, inter alia, including:

1. Constitution or reconstitution/revamping of Internal Committees (ICs);
2. Onboarding or updation of workplace details on the SHe-Box portal;
3. Conduct of sensitization and awareness programmes on the SH Act; and
4. Expeditious disposal of all pending complaints, fostering a culture of respect, dignity and safety for women at the workplace.

An illustrative list of activities is enclosed for guidance. A brief report on the activities undertaken during the week may kindly be sent by email at **women-welfare1@gov.in**.
The cooperation and active participation of all concerned is solicited.
PFA: https://drive.google.com/file/d/15GxnhluifFApynNd-p7blSmqASvDY0Ep/view?usp=sharing
With Regards,
All India Council for Technical Education,
Nelson Mandela Marg, Vasant Kunj,
New Delhi- 110070

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

GMail

director office <directoroffice@mait.ac.in>

Observance of Sexual Harassment Prevention Week (10th–17th December, 2025) for awareness on the provisions of The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and SHe-Box Portal - reg.

director office <directoroffice@mait.ac.in> Wed, Dec 17, 2025 at 3:20 PM
To: women-welfare1@gov.in

Respected Sir/Madam

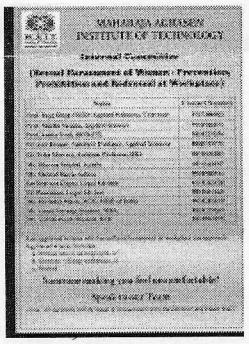
Kindly refer to your mail on the above cited subject. The following actions have been taken by Maharaja Agrasen Institute of Technology (MAIT) and submitted for your kind information

1. MAIT has registered on She Box portal
2. Internal Committees (IC) is already active at MAIT (copy attached)
3. We have observe the period from **10th December to 17th December, 2025 as "Sexual Harassment Prevention Week" and conducted**
awareness programmes on the Saxal Harrasent for students, staff and faculty members (copy attached).

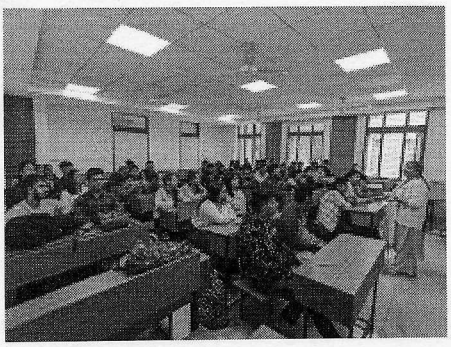
Thanking you,

(Prof. S. S. Deswal)
Officiating Director and Dean

2 attachments



IMG-20251217-WA0001.jpg
187K



IMG-20231123-WA0020.jpg
1054K

Dr. Puja Singh have registered on She-Box Portal on December 17,25.

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

Internal Committee

(Sexual Harassment of Women - Prevention, Prohibition and Redressal at Workplace)

Name	Contact Number
Prof. Puja Singh (HOD- Applied Sciences), Convener	9717390963
Prof. Shikha Saxena, Applied Sciences	9910900873
Prof. Amita Goel, HOD-ITE	9810239354
Dr. Anil Kumar, Assistant Professor, Applied Sciences	8800129272
Dr. Neha Sharma, Assistant Professor, BBA	9873030082
Ms. Bhavna Saighal, Admin	9911169997
Ms. Sheetal Batra, Admin	9910988933
Dr. Praveen Gupta, Legal Advisor	9215242428
Dr. Poornima, Legal Advisor	9810041068
Mr. Surinder Maan, NGO, MDD of India	9034281919
Mr. Gunit Narang, Student, MBA	8929729269
Ms. Aarohi Patel, Student, ECE	8510002075

Any aggrieved woman who has suffered harassment at workplace can approach.
Aggrieved woman includes:

a. Woman who is an employee, or
b. Someone visiting workplace, or
c. Student

Someone making you feel uncomfortable?

Speak to our Team

Note: All decisions will be made in consultation with the Director and Dean MAIT

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Date: 26th May 2026

Report of the committee for the complaint made by MTS staff on 21st May

A committee constituted on May 21st, 2026 as per circular no. MAIT/Dir.off./CoC/13/2026/150 to address the complaint of Ms. Sunita (MTS, MAIT), in lab no. 1157 on 20.5.2026.

The meeting of committee members was held on following days with the convenor Prof. (Dr.) Puja Singh.

1)	Thursday, 21st May,	3:00pm - 5:00 pm
2)	Friday, 22nd May,	9:30 am - 2:00 pm
3)	Monday, 25th May,	11:15 am - 11:45 am
4)	Tuesday, 26th May,	9:30 am -1:00 pm

Following are the findings:

- The first date mentioned in the complaint application is 17th May 2026, which was Sunday and was a non-working day. Therefore the complaint of that particular day is null and void.
- Committee members called both Ms. Sunita and Mr. Mohit and recorded their statements.
- The complainant Ms. Sunita (MTS, MAIT) explained about the inappropriate physical touch by Mr. Mohit Gupta on Monday 18/5/2026.
- The committee members have gone through the CCTV footage of 18-5-2026 and 15-5-2026. Misbehavior was seen in the footage of 15 May during 3:00 – 5:00 pm.
- It seems both are involved with their own consent. Only a mild resistance is seen by the complainant while they were sitting in the lab during the mentioned hours.

Recommendations by the Committee.

Based on the observations of the committee, the conduct of both Ms. Sunita and Mr Mohit have been found inappropriate and unacceptable as per academic Institute norms.

Accordingly, it is recommended that services of both should be discontinued from the Institute

Encl:

1. Statement by Ms. Sunita Behera
2. Statement by Mr. Mohit Gupta
3. Statement of sequence of activities (submitted by Ms. Sunita on 26th May)

Puja Singh 26th May 2026

Prof.(Dr.) Puja Singh *(Convenor)*

Prof.(Dr.) Amita Goel *(Member)*

Prof. V. N. Mathur *(Member)*

Prof.(Dr.) Shikha Saxena *(Member)*

APPROVED — THE RECOMMENDATIONS OF THE COMMITTEE.

26.5.2026

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Respected sir/madam.

मैं सुनिता बेहरा ITE कि Employ हूँ मुझे Mohit Gupta नाम के व्यक्ति Tach करते थे वह मुझे कमर और Cheast पर भी Tach किया है। मना करने पर भी वह मुझे Tach करते थे। उनका Room दूसरा होना का बावजुद वह Room मे मेरे आते थे। वह मुझे Tach करते थे मना करने पर वह बोल देते थे कि तु चुई मुई थोड़ी है जो कुच्छ हो जाएगा। तो है। बात बोलते थे। बहुत बार होने के बाद मैंने ये बातमा।

Sunita
22/May.

Sunita Behera
ITE (LAB-1157)
MTS.

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

22/5/2026

दिनांक 18/5/2026 को अनजाने में मेरा
द्वारा स्वनिता जी को हुई गया क्या जिसकी मैं
उनसे तथा सबसे माफी मांगता हूँ
तथा आश्वासन देता हूँ की इस प्रकार से गलती
भविष्य में नहीं होगी

इस पत्र से मेरा द्वारा स्वनिता जी "क्षमा प्रार्थी
को हुई लेकिन उनसे सभी मतभेद को दूर

22/5/2026

मोहित दत्ता
J.T.E
M.T.S
Lab-1156

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

~~मेरे Application~~

* Lakshman Bhaiya को बताया! उन्होंने कहा कि Bhoomi Mam. को बताना!
* Bhoomi Mam ने मुझे सारी जानकारी ली उसके बाद Mam ने Application लिखने को कहा! तो मैंने Application लिख के दे दि!

Application अपनी मरजी से लिखी थी इसके लिए किसी ने मुझे fource नही किया!

Sunita
~~(HAF)~~
(MTS)
26/May/2026
10:20 Am

Encl- 3

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Maharaja Agrasen Institute of Technology

MAIT/Dir. Off./CoC/13/2026/150 **May 21, 2026**

CIRCULAR

A complaint has been received from Ms. Sunita, working as MTS in the Department of ITE since February 2026, against Mr. Mohit Gupta, who has been working as MTS since September 2013. A copy of the complaint is enclosed herewith.

The following committee is hereby constituted to look into the matter and submit its findings:

1. Dr. Puja Singh – Convener
2. Prof. Shikha Saxena, Professor, Humanities
3. Prof. Amita Goel, HoD, ITE
4. Prof. Ved Nath Mathur, HoD, MAE

The committee members are requested to conduct the inquiry and submit their findings/report by May 22, 2026, by 12:00 noon.

Prof. (Dr.) Vikram Bali
Director

All Committee Members

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

To
The Head of Department
I.T.E
Maharaja Agrasen Institute of Technology.

Date :- 20-May-2026.

Subject :- formal Complaint Regarding
Misbehavior by [Mohit Gupta]

Rspected Mam

I am writting this letter to bring to your immediate attention a Serious Incident of Misbehavior. attention a. Serious Incident of Misbehavior that occurred recently. I am a employee in your department currently. MTS.

On Date :- 17, 18 May at around [3:00 pm to 5:00 pm] at LAB-1157, Mohit Gupta. behaved very inappropriately with me.

I request you to kindly look into this Matter. urgently. and take strict disciplinary action against him so that this does not happen again in the future. I am ready to provide any further details or evidence if required.

Thank you for your time and understanding

Yours Sincerely
Sunita.
8368798292.

Sir,
kindly look into the matter
and do the needful.

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Maharaja Agrasen Institute of Technology

Internal Committee

(Sexual Harassment of Womern-Preverntipon,Prohibitionat Redressal at Workplace)

In compliance with the instructions of the National Commission for Women and guidelines issued in implementation of the directives of Hon'ble Supreme Court Maharaja Agrasen Institute of Technology (MAIT) has duly constituted an Internal Committee for considering complaints of sexual harassment of women working and girl students in all the Departments of MAIT.

The Chairperson/convenor of IC assures that the complaint should be properly resolved in the stipulated time limit provided by the committee.

Constuition of the IC

Prof.Puja Singh	**9717390963**
(Convenor)	
Prof.Shikha Saxena	**9910900873**
(Member)	
Prof.Amita Goel	**9810239354**
(Member)	
Dr.Neha Sharma	**9873030082**
(Member)	
Ms.Bhavna Saighal	**9911169997**

INTERNAL COMMITTEE (IC) POLICY

In compliance with the instructions of the National Commission for Women and guidelines issued in implementation of the directives of AICTE on the subject of sexual harassment of women in the workplace, the Maharaja Agrasen Institute of Technology (MAIT) has duly constituted an Internal Complaint Committee for considering complaints of Sexual Harassment of Women Working and girl students in all the Departments of MAIT.

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

OBJECTIVES

The objectives of the IC to Prevent Sexual Harassment of Women at the Workplace are as follows:

- To develop a policy against sexual harassment of women at MAIT.
- To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- To uphold the commitment of the institute to provide an environment free of gender-based discrimination.
- To promote a social and psychological environment to raise awareness of sexual harassment in its various forms.
- To create a secure physical and social environment to deter any act of sexual harassment.
- To evolve a mechanism for the prevention and redressal of sexual harassment cases.

FUNCTIONS

- Redressal of complaints with fairness and without bias.
- To organize workshops for employees to educate all employees of the institute about Sexual harassment at the workplace, its effects, and laws against it;
- To apprise about the filing of a complaint with the IC
- Recommend interim measures as needed (mainly for the complainant) to conduct a fair inquiry.
- The mechanism for registering complaints should be safe and accessible.

PROCEDURE

Complaints regarding Sexual Harassment against women can be made in paper form or by sending an e-mail to the convenor or any member. An aggrieved woman can make a written complaint of sexual harassment at the workplace to the IC (in case a complaint is against the employer), within three months from the date of the incident and in case of a series of incidents, within three months from the date of last incident. As per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013. The Role of the IC is to examine the situation to assess shortcomings both at the level of gender sensitization and sexual harassment-related redressal systems and to suggest measures, and recommendations for improvement to the justice system and protection of rights for both the victim and the accused. The constitution of IC is to explore the current situation prevailing on campus with the safety of women and girls.

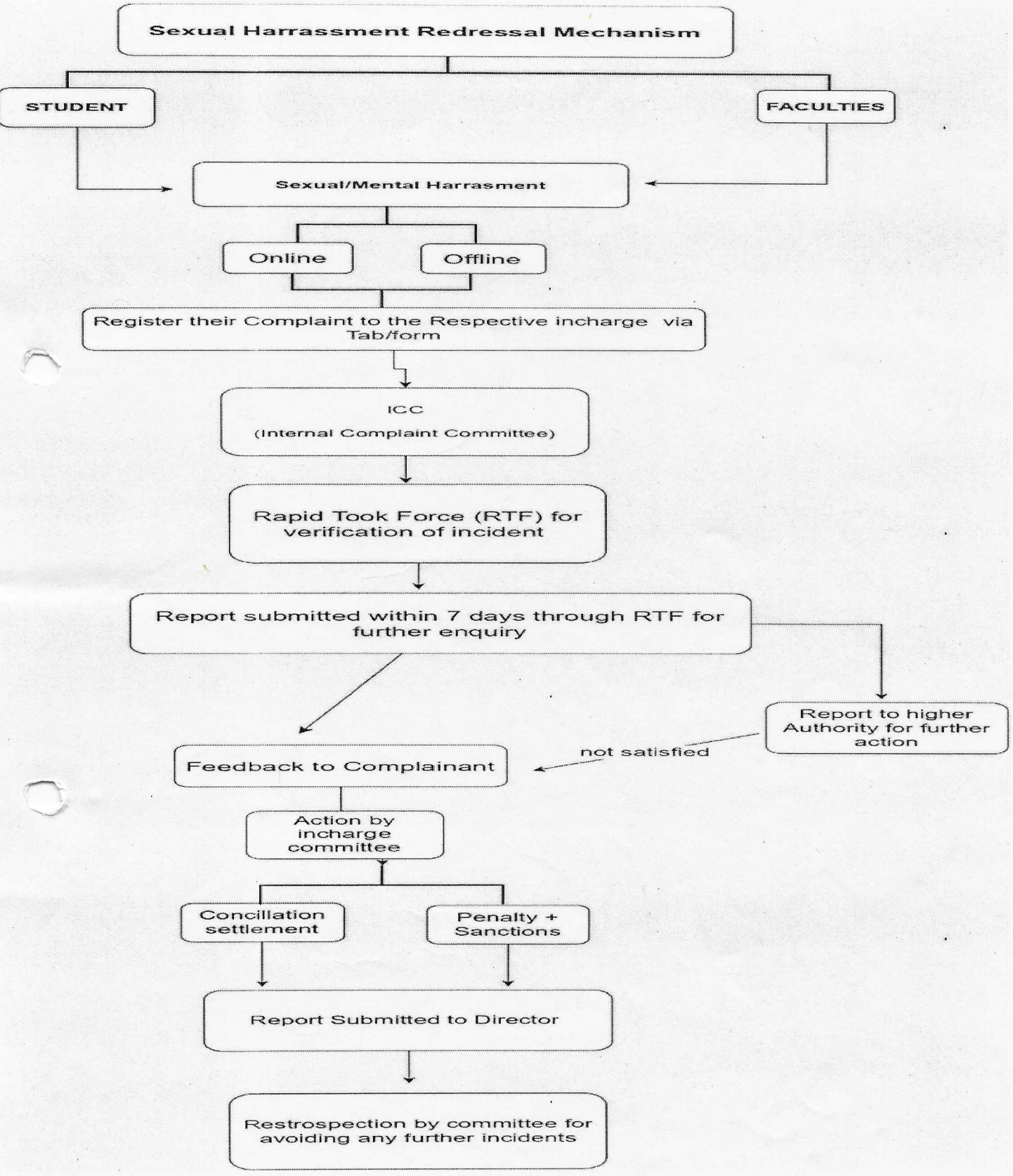
Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

- A complainant may appear in person to present his case. The principles of natural justice shall guide the IC. The Internal Committee shall ensure the disposal of every application as speedily as possible. This will be forwarded to the senior faculty mainly women in charge..She will submit the report within 7 days after a threadbare inquiry.
  This will be again forwarded to the action in-charge committee and reports will be submitted to the final authority, the director.
  On the conclusion of proceedings, the IC shall pass such order with reasons, as may be deemed fit to redress the grievance and provide such reliefs that may be desirable to the affected party at issue.

EXCLUSIONS:

- The committee is NOT to act as moral police; neither will it intrude on anyone's privacy.
- The role of the Committee is to create awareness about sexual harassment and to deal with and recommend punishment for non-consensual acts of sexual harassment within the campus.
- The IC will not insist on a graphic description of the sexual harassment.
- The IC shall ensure confidentiality while dealing with the matter.

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086



Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Maharaja Agrasen Institute of Technology

Date: July30, 2025

NOTICE

Subject: Meeting of Internal Committee on Sexual Harassment of Women at Workplace

A meeting of the Internal Committee (constituted under the Sexual Harassment of Women at Workplace [Prevention, Prohibition and Redressal] Act, 2013) is scheduled to be held as per the details below:

- **Date:** July 31, 2025
- **Time:** 11:00 AM
- **Venue:** Office of the Undersigned

Agenda:
To familiarise all members of the Internal Committee with the roles, responsibilities, and norms as prescribed under the Act, 2013 before the onset of new semester.

All members are requested to kindly make it convenient to attend the meeting.

Regards

Prof. Pooja Singh

Covenor

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Maharaja Agrasen Institute of Technology

MINUTES OF THE MEETING

Date: July31, 2025
Time: 11:00 AM
Venue: Office of the Undersigned
Presided by: Prof. Puja Singh, Convenor, Internal Committee

Members Present:

1. Prof. Puja Singh, Applied Sc. Convenor
2. Prof. Shikha Saxena, Humanities, Member
3. Prof. Amita Goel,HoD,IT, Member
4. Dr. Anil Kumar,Applied Sc. Member
5. Dr. Neha Sharma ,Department .of Management, Member
6. Ms. Bhavna Saighal ,Admin,Member
7. Dr. Praveen Gupta,Legal Advisor, Member (External)
8. Dr. Poornima, Legal Advisor ,Member (External)

Agenda:
To familiarize the members of the Internal Committee with the norms and functions of the committee under the Act, 2013.

Discussion and Resolutions:

1. The Convenor welcomed all members.
2. The roles and responsibilities of the Internal Committee, including the process for receiving, investigating, and redressing complaints, were explained in detail.
3. Emphasis was placed on confidentiality, neutrality, and timeliness in handling cases.

Puja Singh

Prof. Puja Singh

Convenor

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Student Grievance Redressal Committee

Maharaja Agrasen Institute of Technology

MAIT/CoC/13/2025 **August 22, 2025**

CIRCULAR

This is in continuation to Circular No. MAIT/CoC/13/2023 dated April 28, 2023. The following Grievance Redressal Committee is revised to resolve the Online and Offline grievance of the Students in the Institute:

1)	Dr. V. N. Mathur, HOD, (MAE)	-	Convener
2)	All HoDs	-	Member
3)	Ms. Neha Sharma, (MBA)	-	Member
4)	Dr. Sashi Bhushan Kr. Gupta, Consultant Psychiatrist	-	Member
5)	Prof. Shikha Saxena, Psychological Counsellor	-	Member
6)	Dr. Deepa Kaushik, Homoeopathic Physician cum Counsellor	-	Member
7)	Manasvini Mawri Enrol: 03914801724, BBA (M) 8178920879	-	Student Representative
8)	Gokul Chawla Enrol: 00514811122, ME (M) 9643706525	-	Student Representative
9)	Aarohi Patel Enrol: 04514816023, ECE (M) 8510002075	-	Student Representative

(Prof. Neelam Sharma)
Director

All above listed Members

All Notice Boards

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Maharaja Agrasen Institute of Technology

MAIT/CoC/13/2025 **August 7, 2025**

CIRCULAR

Dr. Subodh Jindal is appointed as **Ombudsperson** for the **Student Grievance Redressal Committee (SGRC)** of MAIT with immediate effect, in accordance with the provisions of the AICTE (Redressal of Grievances of Students) Regulations and with the approval of the competent authority,

The Ombudsperson shall function as per the roles and responsibilities defined in the AICTE guidelines and shall ensure fair, impartial, and timely redressal of grievances raised by students.

(Prof. Neelam Sharma)
Director

Dr. Subodh Jindal

Copy to:

MAIT website
All Notice Boards

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY
MAIT
उद्यमेन हि सिध्यन्ति कार्याणि न मनोरथै :

MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

(ISO 9001:2015 Certified)
APPROVED BY AICTE, MINISTRY OF HRD. GOVT OF INDIA
(AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, DELHI)

Ref. No..... **MAIT/GGSIPU/2/2025**

Date..... **July 23, 2025**

G. G. S. Indraprastha University
CENT D/D
No.: 263
Date: 28/7/2025
Sector-16C, Dwarka, New Delhi-78

The Registrar
GGSIP University
Dwarka, New Delhi

Subject: **Grievance Redressal Committee Report for 2024-25 (January-June) and confirmation of compliance with university norms**

Respected Sir,

The institute have successfully established a Grievance Committee for addressing any student grievances. This committee has been created to ensure that any concerns or issues faced by students are addressed promptly and in a fair and transparent manner. We aim to maintain a positive and supportive environment for our students, and this committee plays a vital role in that process.

We would also like to confirm that the Grievance Committee is fully compliant with the norms and guidelines set by the university. The committee has been formed with due regard to the standards outlined by our esteemed university, and it will continue to function in alignment with those expectations.

Furthermore, we are pleased to inform you that there were no grievances reported by the students during the academic session from January to June, 2025. The academic environment during this period has been smooth, with the best interests of both the students and the institute at heart, in full compliance with university norms.

We remain committed to the well-being and academic success of our students and will continue to uphold the highest standards in accordance with university guidelines.

Thank you for your continued support.

Thanking You

Sincerely Yours

Prof. S.S. Deswal
Officiating Director

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Grievance Redressal Mechanism at MAIT

The **Student Grievance Redressal Committee** at the institute has been established to provide a mechanism for redressal of student's grievances, complaints, malpractices and ensure transparency within the system. The function of the committee is to look into the complaints lodged by any student, and investigate into its facts and authenticity. Any student with a grievance or a complaint may approach the committee in-charge in person. The objective of the committee is to encourage students to express their grievances / problems freely and frankly, without any fear of being victimized.

An **Anti-Ragging Committee** has been set up by the institute to inquire into all incidents of ragging. All inquiries into alleged incidents of ragging are to be carried out by the Anti-Ragging Committee. The objective of the committee is to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or undisciplined activities by any student.

The institute commit itself to a zero-tolerance policy towards sexual harassment, discrimination, harassment, retaliation and sexual assault at all levels. We understand the intensity of any form of sexual harassment. It violates an individual's dignity, leaving behind a mark both on body and soul. Hence as an institution of knowledge and an industry to produce good human being, our institute has constituted **Sexual Harassment and Women Grievance Redressal Committee** with an aim to sensitize students and staff to work diligently to prevent sexual harassment in the college campus. Complaints of sexual harassment shall be lodged with the committee and appropriate disciplinary action is initiated by the members in accordance to the rules and regulations of the college.

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Student Grievance Form:

Name: _____ **Enrolment No.:** _____

Email ID: _____ **Mobile No.:** _____

Gender: _____ **Batch:** _____

Reported Date of Grievance: _____ **Academic Session:** _____

Grievance Category:

1. **Academic**
2. **Non-Academic**
3. **Personal**

Complete Detail of Grievance:

_____

_____

_____

_____

Was Discussed or reported to anyone before? Yes _____ **No**_____

If Yes to Whom? _____

Expected Outcomes you would like to see happen regarding this. _____

_____

_____

_____

_____

Grade Appeal:

- **Concern**
- **Complaint**
- **Grievance**

Signature

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Maharaja Agrasen Institute of Technology, Delhi

Selection of Students Representatives
Grievance Redressal Committee

August 01, 2024

Notice

MAIT has created a mechanism for redressal of student's grievances related to academic and non-academic matters. There is a Grievance Redressal Committee at the institute level to deal with the grievances of the students. The committee comprises of few faculty members and three student representatives.

The election of student representative will be held on August 02, 2024 in the main auditorium. Nominations has been received from all the departments. All students are advised to participate in the election for their representative. Please reach the main auditorium by 12:50 pm on Friday August 02, 2024.

Prof. (Dr.) Neelam Sharma
Director

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology, Delhi

Selection of Students Representatives
Grievance Redressal Committee

August 05, 2024

Notice

This is to inform all the faculty members and students that based on the nominations received from all the departments for student representatives of Student Grievance Redressal Committee, following students have been elected as the student representative for Grievance Redressal Committee for the academic session 2024-25.

1. Tanya Raizada, MBA (Enrollment No.: 03114803923)
2. Gokul Chawla, ME Branch (Enrollment No.: 00514811122)
3. Aarohi Patel, ECE-VLSI Branch (Enrollment No.: 04514816023)

Prof. (Dr.) Neelam Sharma
Director

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

MAIT/CoC/13/2024 **August 6, 2024**

NOTICE

This is in continuation to Circular No. MAIT/CoC/13/2023 dated April 28, 2023. The following Grievance Redressal Committee is being re-constituted to resolve the Online and Offline grievance of the Students in the Institute:

Sl. No.	Name, Designation & Department	Position
1	Prof. V. N. Mathur, HOD(MAE), Convener	Convener
2	All HoDs	Member
3	Prof. Rajveer Mittal, Advisor, EEE	Member
4	Dr. Neha Sharma, Assistant Professor, MBA	Member
5	Dr. Mukesh Batra,(Psychiatrist)	Member
6	Prof. Shikha Saxena, Professor Psychological Counsellor	Member
7	Dr. Deepa Kaushik, Homoeopathic Physician cum Counsellor	Member
8	Taniya Raizada Enrol No. 03114803923, MBA	Student Representative
9	Gokul Chawla Enrol No. 00514811122, ME	Student Representative
10.	Aarohi Patel Enrol No. 04514816023, ECE	Student Representative

(Prof. Neelam Sharma)
Director

All above listed Members

All Notice Boards

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

MAIT
उद्यमेन हि सिध्यन्ति कार्याणि न मनोरथै :

(ISO 9001:2015 Certified)
APPROVED BY AICTE, MINISTRY OF HRD, GOVT OF INDIA
(AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, DELHI)

Ref. No. MAIT/GGSIPU/2/2025

Date. January 08, 2025

G. G. S. Indraprastha University
CENT D/D
No.: 12
Date: 08/01/25
Sector-16C, Dwarka, New Delhi-78

The Registrar
GGSIP University
Dwarka, New Delhi

Subject: **Grievance Redressal Committee Report for 2024-25 (August-December) and confirmation of compliance with university norms**

Respected Sir,

The institute have successfully established a Grievance Committee for addressing any student grievances. This committee has been created to ensure that any concerns or issues faced by students are addressed promptly and in a fair and transparent manner. We aim to maintain a positive and supportive environment for our students, and this committee plays a vital role in that process.

We would also like to confirm that the Grievance Committee is fully compliant with the norms and guidelines set by the university. The committee has been formed with due regard to the standards outlined by our esteemed university, and it will continue to function in alignment with those expectations.

Furthermore, we are pleased to inform you that there were no grievances reported by the students during the academic session from August to December, 2024. The academic environment during this period has been smooth, with the best interests of both the students and the institute at heart, in full compliance with university norms.

We remain committed to the well-being and academic success of our students and will continue to uphold the highest standards in accordance with university guidelines.

Thank you for your continued support.

Thanking You

Sincerely Yours

(Prof. Neelam Sharma)
Director

MAHARAJA AGRASEN CHOWK, SECTOR-22, ROHINI, DELHI- 110086
PHONES : 8448186931/35 TELEFAX:011-27582095 E-mail: mait@mait.ac.in www.mait.ac.in

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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To

The Dean

MAIT

Subject: Request for Consideration Regarding Early Class Timings and Lack of Breaks

Respected Sir,

I hope this message finds you well. I am writing to bring to your attention a concern that I, along with several fellow students, have been facing due to the current class schedule.

Our classes begin as early as 8:00 AM and continue back-to-back until lunchtime, with little to no break in between. As a student commuting from a distant location, I face significant difficulty managing my morning routine. The early start time makes it challenging to have a proper breakfast, and the continuous sessions leave no window to refresh or eat until later in the day. This has begun to affect both my health and concentration during classes.

I understand the constraints involved in scheduling, but I kindly request the administration to reconsider either the start time of the classes or to provide a short break in the morning session to allow students time for a meal and brief rest.

I hope my concern will be taken into consideration in the interest of student well-being and academic performance.

Thank you for your time and understanding.

Sincerely,

Amit Singh (ITE) - 03514813123 Amit

Atishi Gupta (CSE) - 35814802723 Atishi

EKavya (CST) - 14414812724 EKavya

Vidushi Verma (AIDS - 04114811921 V.V

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Date: January 9, 2024

Meeting Notice

This is to inform you that a meeting of the Grievance Committee has been scheduled to address a complaint received from students regarding early class timings. The students have expressed difficulty in managing their morning routine, particularly in having timely breakfast.

The meeting is scheduled as follows:

Date: October 10, 2024
Time: 11:00 AM
Venue: Office of the Undersigned

All committee members are requested to attend the meeting punctually to discuss the matter and suggest appropriate resolutions.

Dr. V.N. Mathur

Convener

Grievance Redressal Committee

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology

Date: October 10, 2024

Minutes of the Meeting of Grievance Redressal Committee

The meeting of Grievance Redressal Committee of the institute was conducted on October 10, 2024 from 11:00 AM onwards to discuss the complaint received from students regarding early class timings and the challenges they face in managing their morning routine, especially having timely breakfast.

The committee reviewed the complaint submitted by students highlighting the difficulties caused by early class schedules. The primary concern raised was the inability to have a proper breakfast before attending classes, which adversely affects their concentration and overall well-being.

The committee acknowledged the importance of student health and agreed that measures should be taken to support a healthy and conducive learning environment.

Resolution:

After careful consideration, the committee unanimously recommended that the institute take proactive steps to address the issue. In line with the institute's commitment to student welfare, it has been decided to introduce **on-campus breakfast facilities** for students.

This initiative aims to ensure that all students have access to a nutritious start to their day, thereby enhancing their focus and academic performance.

(Prof.V.N.Mathur)

Convener

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

MAIT
उद्यमेन हि सिध्यन्ति कार्याणि न मनोरथै :

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APPROVED BY AICTE, MINISTRY OF HRD, GOVT OF INDIA
(AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, DELHI)

Ref. No..... **MAIT/GGSIPU/2/2025**

Date..... **July 23, 2025**

G. G. S. Indraprastha University
CENT D/D
No.: 263
Date: 28/7/25
Sector-16C, Dwarka, New Delhi

The Registrar
GGSIP University
Dwarka, New Delhi

Subject: **Grievance Redressal Committee Report for 2024-25 (January-June) and confirmation of compliance with university norms**

Respected Sir,

The institute have successfully established a Grievance Committee for addressing any student grievances. This committee has been created to ensure that any concerns or issues faced by students are addressed promptly and in a fair and transparent manner. We aim to maintain a positive and supportive environment for our students, and this committee plays a vital role in that process.

We would also like to confirm that the Grievance Committee is fully compliant with the norms and guidelines set by the university. The committee has been formed with due regard to the standards outlined by our esteemed university, and it will continue to function in alignment with those expectations.

Furthermore, we are pleased to inform you that there were no grievances reported by the students during the academic session from January to June, 2025. The academic environment during this period has been smooth, with the best interests of both the students and the institute at heart, in full compliance with university norms.

We remain committed to the well-being and academic success of our students and will continue to uphold the highest standards in accordance with university guidelines.

Thank you for your continued support.

Thanking You

Sincerely Yours

Prof. S.S. Deswal
Officiating Director

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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O/C

MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

(ISO 9001:2008 Certified)
APPROVED BY AICTE, MINISTRY OF HRD, GOVT. OF INDIA AND
AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, DELHI

MAIT/CoC/2025
Ref. No.....

September 16, 2025
Date.....

To
The Station House Officer
Aman Vihar Police Station
Delhi

Subject: Request for Nomination on Anti-Ragging Committee of the Institute

Respected Sir/Ma'am,

As per the guidelines and directives of the All-India Council for Technical Education (AICTE), every institute is required to constitute an *Anti-Ragging Committee* to ensure a safe and conducive academic environment for students. The committee must include a representative from the local police station to strengthen vigilance and preventive measures against ragging.

In this regard, we kindly request you to nominate yourself or depute a suitable representative from Aman Vihar Police Station to be a member of the Anti-Ragging Committee of **MAIT**.

We further seek your permission to mention the nominated member's name and contact number on the institute's official website as well as on the Anti-Ragging posters, as mandated by AICTE norms.

We assure you that your association will greatly support us in upholding discipline, safety, and welfare of our students.

We sincerely look forward to your kind approval and cooperation.

(Prof. Neelam Sharma)
Director

Enclosed :-
AICTE
Anti-Ragging Committee Regulations

DELHI POLICE * PSP Area *
Dy. No. 16
Date 16/09

MAHARAJA AGRASEN CHOWK, PLOT No.1, SECTOR-22, ROHINI, NEW DELHI-110086
PHONES : 011-65151162/63, 65162001 E-mail : mait@mait.ac.in www.mait.ac.in

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology

August 1, 2025

NOTICE: ANTI RAGGING MEASURES

The Students are advised not to indulge in ragging of the freshers. Any student found indulging in such activities is likely to be punished. In this connection please note that:

1. The Supreme Court of India directive dated 4th May 2001 is very important. It states "any student found ragging shall be punished severely. The punishment includes expulsion/ suspension from the classes as well as from the Institute". Also a fine with public apology has been suggested.
2. Also, all the benefits that a student gets shall be withdrawn which include withholding of results as well.
3. Freshers are advised to contact the Institute authorities in case they feel aggrieved by the Ragging in any manner. As a matter of fact, any staff member of the Institute can be contacted. However, some of the names of the senior faculty members are listed below: -

Sl. No.	Name	Designation	Contact Nos.
1	Prof. S. S. Deswal	Dean, MAIT	9212421247
2	Prof. Sachin Gupta	Dean, R&I	9811468541
3	Prof. Namita Gupta	HoD (CSE)	9811257754
4	Prof. Sunil Kumar	HoD (ECE)	9868488513
5	Dr. Vaibhav Jain	HoD (ME)	9868004700
6	Dr. Sangeeta Rawal	HoD (MBA)	8826020000
7	Prof. Amit Gupta	HoD (BBA)	9891911304
8	Prof. Amita Goel	HoD (IT)	9810239354
9	Dr. Bhoomi Gupta	HoD (ITE)	9990111970
10	Dr. Vinay Saini	HoD, CSE (DS,AI &ML)	9811703596
11	Prof. Puja Singh	HoD (Applied Science)	9717390963
12	Dr. Monika Gupta	HoD (EEE)	9818006038
13	Prof. Shikha Saxena	Professor (Humanities)	9910900873
14	Dr. Pooja Gupta	HoD (CST)	9910803581
15	Prof. M. L. Sharma	Advisor & Professor	9871480238
16	Prof. Rajveer Mittal	Advisor & Professor	9999985209
17	Prof. V. N. Mathur	Professor (ME)	9810903760
18	Prof. Poonam Tandon	Professor (Phy.)	9213141583
19	Dr. Ritu Walia	Associate Professor (Phy.)	9810956260
20	Dr. Anil Kumar	Asstt. Prof. Mathematics)	9990605567
21	Dr. L. P. Singh	Associate Professor (EEE)	9811807316
22	Dr. K. P. Tripathi	Asstt. Prof. (Physics)	9968392244

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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23	Dr. Rajiv Jain	Asstt. Prof. (MBA)	9811739207
24	Dr. Neha Sharma	Asstt. Prof. (BBA)	9873030082
25	Ms. Anjali Gupta	Asstt. Prof. (BBA)	9501230823
26	Mr. Jeevan	Member from NGO (Arya Gurukul Tihar Gram)	9818287125
27	Mr. Vijay Kumar	Representative of Civil & Police Administration, Aman Vihar Police Station	8750870321
28	Mrs. Uma Rani	Parent Representative	9968061728
29	Mrs. Geeta Aggarwal	Parent Representative	9953712082
30	Aishna Jain (BBA)	Student Representative	9899692100,
31	Naina Maheshwari (BBA)	Student Representative	9897523470
32	Sana Sadanand Gadpayle (B. Tech)	Student Representative	8999336912

(Prof. Neelam Sharma)
Director

All Notice Boards

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

July 30, 2025

NOTICE

RAGGING UNLAWFUL ACTIVITY

1. **RAGGING** has been declared as an illegal activity inside and outside the Campus. University Orders on the subject are very clear. All students are hereby cautioned not to indulge in these unlawful activities. Strict disciplinary action will be taken against default of the Orders banning Ragging within or outside the Institutional area.
2. Students found absent from their classes would also be presumed indulging in these activities, which may attract disciplinary action.
3. Watch and Ward Staff will ensure and stop the illegal entry of the personnel in the College Premises
4. Relevant Extract from Guru Gobind Singh Indraprastha University **Notification No.F.18(88/92/CB/Edc./PF/ dated January 2000** on the subject matter is reproduced below for information of all students and Staff.

EXTRACT FROM UNIVERSITY NOTIFICATION ON RAGGING

Ragging in any form shall be strictly prohibited within the premises of the University, a college or an institution, as the case may be, or in any part of the University system as well as on public transport, or at any other place, public or private.

Any individual or collective act or practice or ragging shall constitute an act or gross indiscipline and shall be dealt with under the provisions of this ordinance.

Ragging, for the purposes of this ordinance, shall ordinarily mean any act, conduct or practice by which the dominant power or statues of senior students is brought to bear upon the students who are in any way considered junior or inferior by the former and includes individual or collective acts or practices which

a. Involve physical assault or threat to use physical force.
b. Violate the status, dignity and honour of students, in particular women students and those belonging to a scheduled caste or scheduled tribe;
c. Expose students to ridicule or contempt or commit an act which may lower their self esteem; and
d. Entail verbal abuse, mental or physical torture, aggression, corporal punishment, harassment, trauma, indecent gesture and obscene behaviour.

(Prof. Neelam Sharma)
Director

All Notice Boards
All Faculty & Staff Members

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology

July 30, 2025

PREVENTION OF RAGGING IN THE MAIT CAMPUS

To prevent ragging in the MAIT Campus, following measures will be taken by all concerned:

Wardens will take the rounds of the campus from 8.00 A.M. to 8:00 P.M. every day to ensure that no ragging of students takes place in the campus. They will ensure to:

a) Prevent ragging of the freshers.

b) Maintain discipline in the campus. Large gatherings to be dispersed immediately. Students will be directed to go to their respective classes. No loitering in the campus will be allowed.

They will contact immediately to Prof. Sunil Kumar, HOD, ECE Department, Convener, Proctorial Board for any assistance, if required.

(Prof. Neelam Sharma)
Director

All Notice Boards

Copy to:

1. Dr. Sunil Kumar, HOD, ECE
2. Hostel Wardens

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

MAIT/Ragging/2025 **July 30, 2025**

RAGGING ESCORT

The new session is starting from August 18, 2025. Approximately 2500 new students are likely to join the Institute. Inspite of the clear instructions that Ragging in any form is prohibited; there may be instances that certain disgruntled students may do this indisciplinary act. This is our responsibility to ensure that such incidents of ragging are prevented in any case.

The following staff members are being deputed on the job to see that there is no such incident of ragging within and near by area of the Institute campus. The staff members are requested to continuously move around in the campus and outside, which will act as deterrent to the culprits.

1. Prof. Puja Singh
2. Prof. Poonam Tandon
3. Mr. U. K. Jha
4. Dr. Shivani Aggarwal
5. Dr. Javed Ahmad
6. Dr. Arti Kaushik
7. Dr. Nitin Sharma
8. Dr. Parul Sharma
9. Mr. Jitender Lather
10. Ms. Narinder Kaur

(Prof. Neelam Sharma)
Director

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology

July 30, 2025

ANTI –RAGGING MEASURES

To see that students do not resort to ragging and thereby causing hurt to fresh entrants to the Institute. In case some students are found to indulge in ragging, the concerned co-coordinator of the shall immediately report his/her name to the **Dr. Sunil Kumar, Convener Proctorial Board**. The proctorial Board after discussing the particular case shall take action as per the guidelines of the Supreme Court order dated 03.03.2001 regarding the ragging in educational Institutions.

PROCTORIAL BOARD

Prof. Sunil Kumar (Convener)
Dr. Javed Ahmad
Mr. Anil Gupta
Dr. S. K. Pandey
Mr. Ajay Kaushik

MOBILE SQUAD
(Entrance, Canteen & approach Roads of the Institute)

1. Prof. Puja Singh
2. Prof. Poonam Tandon
3. Mr. U. K. Jha
4. Dr. Shivani Aggarwal
5. Dr. Javed Ahmad
6. Dr. Arti Kaushik
7. Dr. Nitin Sharma
8. Dr. Parul Sharma
9. Mr. Jitender Lather
10. Ms. Narinder Kaur

(+ ALL OTHER TEACHERS WHO ARE AVAILABLE AT A GIVEN TIME DURING THE DAY)

(Prof. Neelam Sharma)
Director

All Notice Boards
All Faculty & Staff Members

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology

Internal Committee

(Sexual Harassment of Womern-Preverntipon,Prohibitionat Redressal at Workplace)

In compliance with the instructions of the National Commission for Women and guidelines issued in implementation of the directives of Hon'ble Supreme Court Maharaja Agrasen Institute of Technology (MAIT) has duly constituted an Internal Committee for considering complaints of sexual harassment of women working and girl students in all the Departments of MAIT.

The Chairperson/convenor of IC assures that the complaint should be properly resolved in the stipulated time limit provided by the committee.

Constuition of the IC

Prof.Puja Singh	**9717390963**
(Convenor)	
Prof.Shikha Saxena	**9910900873**
(Member)	
Prof.Amita Goel	**9810239354**
(Member)	
Dr.Neha Sharma	**9873030082**
(Member)	
Ms.Bhavna Saighal	**9911169997**

INTERNAL COMMITTEE (IC) POLICY

In compliance with the instructions of the National Commission for Women and guidelines issued in implementation of the directives of AICTE on the subject of sexual harassment of women in the workplace, the Maharaja Agrasen Institute of Technology (MAIT) has duly constituted an Internal Complaint Committee for considering complaints of Sexual Harassment of Women Working and girl students in all the Departments of MAIT.

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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OBJECTIVES

The objectives of the IC to Prevent Sexual Harassment of Women at the Workplace are as follows:

- To develop a policy against sexual harassment of women at MAIT.
- To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- To uphold the commitment of the institute to provide an environment free of gender-based discrimination.
- To promote a social and psychological environment to raise awareness of sexual harassment in its various forms.
- To create a secure physical and social environment to deter any act of sexual harassment.
- To evolve a mechanism for the prevention and redressal of sexual harassment cases.

FUNCTIONS

- Redressal of complaints with fairness and without bias.
- To organize workshops for employees to educate all employees of the institute about Sexual harassment at the workplace, its effects, and laws against it;
- To apprise about the filing of a complaint with the IC
- Recommend interim measures as needed (mainly for the complainant) to conduct a fair inquiry.
- The mechanism for registering complaints should be safe and accessible.

PROCEDURE

Complaints regarding Sexual Harassment against women can be made in paper form or by sending an e-mail to the convenor or any member. An aggrieved woman can make a written complaint of sexual harassment at the workplace to the IC (in case a complaint is against the employer), within three months from the date of the incident and in case of a series of incidents, within three months from the date of last incident. As per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013. The Role of the IC is to examine the situation to assess shortcomings both at the level of gender sensitization and sexual harassment-related redressal systems and to suggest measures, and recommendations for improvement to the justice system and protection of rights for both the victim and the accused. The constitution of IC is to explore the current situation prevailing on campus with the safety of women and girls.

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
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- A complainant may appear in person to present his case. The principles of natural justice shall guide the IC. The Internal Committee shall ensure the disposal of every application as speedily as possible. This will be forwarded to the senior faculty mainly women in charge..She will submit the report within 7 days after a threadbare inquiry.
  This will be again forwarded to the action in-charge committee and reports will be submitted to the final authority, the director.
  On the conclusion of proceedings, the IC shall pass such order with reasons, as may be deemed fit to redress the grievance and provide such reliefs that may be desirable to the affected party at issue.

EXCLUSIONS:

- The committee is NOT to act as moral police; neither will it intrude on anyone's privacy.
- The role of the Committee is to create awareness about sexual harassment and to deal with and recommend punishment for non-consensual acts of sexual harassment within the campus.
- The IC will not insist on a graphic description of the sexual harassment.
- The IC shall ensure confidentiality while dealing with the matter.

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology

Date: July30, 2025

NOTICE

Subject: Meeting of Internal Committee on Sexual Harassment of Women at Workplace

A meeting of the Internal Committee (constituted under the Sexual Harassment of Women at Workplace [Prevention, Prohibition and Redressal] Act, 2013) is scheduled to be held as per the details below:

- **Date:** July 31, 2025
- **Time:** 11:00 AM
- **Venue:** Office of the Undersigned

Agenda:
To familiarise all members of the Internal Committee with the roles, responsibilities, and norms as prescribed under the Act, 2013 before the onset of new semester.

All members are requested to kindly make it convenient to attend the meeting.

Regards

Prof. Pooja Singh

Covenor

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology

MINUTES OF THE MEETING

Date: July31, 2025
Time: 11:00 AM
Venue: Office of the Undersigned
Presided by: Prof. Puja Singh, Convenor, Internal Committee

Members Present:

1. Prof. Puja Singh, Applied Sc. Convenor
2. Prof. Shikha Saxena, Humanities, Member
3. Prof. Amita Goel,HoD,IT, Member
4. Dr. Anil Kumar,Applied Sc. Member
5. Dr. Neha Sharma ,Department .of Management, Member
6. Ms. Bhavna Saighal ,Admin,Member
7. Dr. Praveen Gupta,Legal Advisor, Member (External)
8. Dr. Poornima, Legal Advisor ,Member (External)

Agenda:
To familiarize the members of the Internal Committee with the norms and functions of the committee under the Act, 2013.

Discussion and Resolutions:

1. The Convenor welcomed all members.
2. The roles and responsibilities of the Internal Committee, including the process for receiving, investigating, and redressing complaints, were explained in detail.
3. Emphasis was placed on confidentiality, neutrality, and timeliness in handling cases.

Puja Singh

Prof. Puja Singh

Convenor

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology

Date: March20, 2025

NOTICE

Subject: Meeting of Internal Committee on Sexual Harassment of Women at Workplace

A meeting of the Internal Committee (constituted under the Sexual Harassment of Women at Workplace [Prevention, Prohibition and Redressal] Act, 2013) is scheduled to be held as per the details below:

- **Date:** March21, 2025
- **Time:** 11:00 AM
- **Venue:** Office of the Undersigned

Agenda:
To orient and familiarize the newly appointed members of the Internal Committee with the roles, responsibilities, and norms as prescribed under the Act, 2013.

All members are requested to kindly make it convenient to attend the meeting.

Regards

Prof. Puja Singh

Covenor

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology

MINUTES OF THE MEETING

Date: March 21, 2025
Time: 11:00 AM
Venue: Office of the Undersigned
Presided by: Prof. Puja Singh, Convenor, Internal Committee

Members Present:

1. Prof. Puja Singh,Applied Sc. Convenor
2. Prof. Shikha Saxena ,Humanities,Member
3. Prof. Amita Goel,HoD,ITE, Member
4. Dr. Anil Kumar,Applied Sc. Member
5. Dr. Neha Sharma ,Department .of Management, Member
6. Ms. Bhavna Saighal ,Admin,Member
7. Dr. Praveen Gupta,Legal Advisor, Member (External)
8. Dr. Poornima, Legal Advisor ,Member (External)

Agenda:
To familiarize the newly appointed members of the Internal Committee with the norms and functions of the committee under the Act, 2013.

Discussion and Resolutions:

1. The Convenor welcomed all members, especially the newly appointed ones.
2. An overview of the Act, 2013 was presented, highlighting key definitions, objectives, and the need for a safe working environment.
3. The roles and responsibilities of the Internal Committee, including the process for receiving, investigating, and redressing complaints, were explained in detail.
4. Emphasis was placed on confidentiality, neutrality, and timeliness in handling cases.
5. Members were encouraged to undergo training and capacity-building programs to effectively discharge their duties.

Puja Singh

Prof. Puja Singh

Convenor

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology

Date: Jan 21, 2025

NOTICE

Subject: Meeting of the Internal Committee on Sexual Harassment of Women at Workplace

A meeting of the Internal Committee (constituted under the Sexual Harassment of Women at Workplace [Prevention, Prohibition and Redressal] Act, 2013) is scheduled to be held as per the details below:

- **Date:**Jan 22 2025
- **Time:** 11:00 AM
- **Venue:** Office of the Undersigned

Agenda:
To familiarise all members of the Internal Committee with the roles, responsibilities, and norms as prescribed under the Act, 2013 before the onset of the new semester. To create awareness among students, confidentially and fearlessly

All members are requested to kindly make it convenient to attend the meeting.

Regards

Prof. Pooja Singh

Covenor

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology

MINUTES OF THE MEETING

Date: Jan22 , 2025
Time: 11:00 AM
Venue: Office of the Undersigned
Presided by: Prof. Puja Singh, Convenor, Internal Committee

Members Present:

1. Prof. Puja Singh, Applied Sc. Convenor
2. Prof. Shikha Saxena, Humanities, Member
3. Prof. Amita Goel,HoD,IT, Member
4. Dr. Neha Sharma ,Department .of Management, Member
5. Ms. Bhavna Saighal ,Admin,Member
6. Dr. Praveen Gupta,Legal Advisor, Member (External)
7. Dr. Poornima, Legal Advisor ,Member (External)

Agenda:
To familiarize the members of the Internal Committee with the norms and functions of the committee under the Act, 2013.

Discussion and Resolutions:

1. The Convenor welcomed all members.
2. The roles and responsibilities of the Internal Committee, including the process for receiving, investigating, and redressing complaints, were explained in detail.
3. Emphasis was placed on confidentiality, neutrality, and timeliness in handling cases.

Puja Singh

Prof. Puja Singh

Convenor

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology

Date: Aug 1, 2024

NOTICE

Subject: Meeting of the Internal Committee on Sexual Harassment of Women at Workplace

A meeting of the Internal Committee (constituted under the Sexual Harassment of Women at Workplace [Prevention, Prohibition and Redressal] Act, 2013) is scheduled to be held as per the details below:

- **Date:** August 2, 2024
- **Time:** 11:00 AM
- **Venue:** Office of the Undersigned

Agenda:
To familiarise all members of the Internal Committee with the roles, responsibilities, and norms as prescribed under the Act, 2013 before the onset of the new semester. To create awareness among students, confidentially and fearlessly

All members are requested to kindly make it convenient to attend the meeting.

Regards

Dr Puja Singh 1/8/24

Prof. Pooja Singh

Covenor

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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Maharaja Agrasen Institute of Technology

MINUTES OF THE MEETING

Date: Aug 2, 2024
Time: 11:00 AM
Venue: Office of the Undersigned
Presided by: Prof. Puja Singh, Convenor, Internal Committee

Members Present:

1. Prof. Puja Singh, Applied Sc. Convenor
2. Prof. Shikha Saxena, Humanities, Member
3. Prof. Amita Goel,HoD,IT, Member
4. Dr. Neha Sharma ,Department .of Management, Member
5. Ms. Bhavna Saighal ,Admin,Member
6. Dr. Praveen Gupta,Legal Advisor, Member (External)
7. Dr. Poornima, Legal Advisor ,Member (External)

Agenda:
To familiarize the members of the Internal Committee with the norms and functions of the committee under the Act, 2013.

Discussion and Resolutions:

1. The Convenor welcomed all members.
2. The roles and responsibilities of the Internal Committee, including the process for receiving, investigating, and redressing complaints, were explained in detail.
3. Emphasis was placed on confidentiality, neutrality, and timeliness in handling cases.

Puja Singh

Prof. Puja Singh

Convenor

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

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