

**Prof. M. N. Navale**

M.E. (Elect.) MIE, MBA

Founder President

**Dr. (Mrs.) Sunanda M. Navale**

B.A., M.P.M., Ph.D.

Founder Secretary

**Dr. Prachi Pargaonkar**

M.Com., Ph.D., FCA

Director

**5.1.5 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases.**

1. Implementation of guideline of statutory/regulatory bodies.
2. Organisation wide awareness and undertakings of policies with zero tolerance.
3. Mechanisms for submission of offline/online students' grievances.
4. Timely redressal of the grievances through appropriate committees.

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SINHGAD TECHNICAL EDUCATION SOCIETY'S®

## S. K. N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT

(Approved by AICTE, Recognised by Govt. of Maharashtra & Affiliated to Savitribai Phule Pune University)  
S. No. 10/1, Ambegaon (Bk.), Pune - 411041. Phone : +91 20 2435 4036  
Telefax: +91 20 2435 4036 Email : director\_sknbsm@sinhgad.edu

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### Mission Statement of Institute:

"Holistic development of students and teachers is what we believe in and work for. We strive to achieve this by imbuing a unique value system, transparent work culture, excellent academic and physical environment conducive to learning, creativity and technology transfer. Our mandate is to generate, preserve and share knowledge for developing a vibrant society."

### Vision Statement of Institute:

To be renowned management institute of excellence and responsible leadership, that is Indian in character and global in relevance.

### Student Grievance Redressal Policy

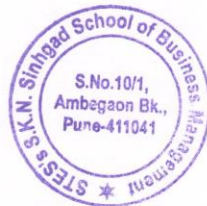
SKNSSBM has a Student Grievance Redressal Cell comprising of Director, Faculty members, Non-teaching members and student representatives. This cell maintains gender equality while selecting committee members. SKNSSBM has created a mechanism for redressal of student's grievances related to academic and non-academic matters. The Committee members meet twice in a semester to address all grievances related to the students. The Grievance Redressal Cell is also inbuilt with a mechanism where suggestions for improvement of teaching-learning and other related matters of the College directly or indirectly evolve.

### Objectives of Grievance Redressal Committee:

1. Encouraging the Students to discuss their grievances or problems freely without any fear of being victimized.
2. Actively looks for a solution that will satisfy the students without bias.
3. Provide easy accessibility to students for Grievance redressal.
4. Takes necessary action to solve the issues if required.
5. Committee should ensure speedy action and protection of the student.

### Process to raise the grievances :

1. Students can contact to committee members directly.
2. Students can raise the Grievance by writing complaints.
3. Students can write mail to Grievance committee members.
4. Students can raise the Grievance through phone to authorized person .





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Director

### Process to solve the grievances:

The process to solves the complaint is given beloved

**Step 1: Complaint received-** Grievance Redressal committee receiving the complaint through various mode of complaints mentioned above.

**Step 2: Scrutiny of complaint:** if any complaint received, is first verified for the genuineness of its origin.

**Step 3: Action: Committee** is taking action according to require for the presence situation to solve the issues mentioned in complaint.

**Step 4: Complaint resolves-** Committee members are taking action to solve the issue raised by applicant and providing proper solution to satisfy the applicant.

**Dr. Prachi Pargaonkar**  
Director

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M.Com., Ph.D., FCA  
Director

STES/SKNSSBM/2023-24/171-F

Date: 04/10/2023

### Grievance Redressal committee

The following committee is formed for Student, Faculty & Staff members for the year 2023-24 from immediate effect. ((As per All India Council for Technical Education (Redressal of Grievance of Faculty/ Staff Member) Regulations, 2021 vide F. No.1- 103/ AICTE/PGRC/Regulation/2021 dated 25.03.2021.

Sr. No.	Name of the Committee Member	Profession
1	Dr. Prachi Pargaonkar	Director / Chairperson
2	Prof. Yatin Bokil	Senior Faculty Member – Teaching
3	Dr. Shalaka Sakhrekar	Senior Faculty Member Female – Teaching
4	Dr. Sangita Gorde	Senior Faculty Member Female – Teaching
5	Mr. Mahesh Shinde	Member Secretary Administrative Officer

  
**Dr. Prachi Pargaonkar**  
Director A/C





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M.Com., Ph.D., FCA  
Director

STES/SKNSSBM/2023-24/171-G

Date: 04/10/2023

### Students Grievance Redressal Committee

The following committee is formed for Student, Faculty & Staff members for the year 2023-24 from immediate effect. ((As per All India Council for Technical Education (Redressal of Grievance of Students) Regulation, 2019 vide F.No.1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019)

Sr. No.	Name of the Committee Member	Profession
1	Dr. Prachi Pargaonkar	Chairperson
2	Dr. Yatin Bokil	Senior Faculty Member – Teaching
3	Dr. Shalaka Sakhrekar	Senior Faculty Member – Teaching
4	Dr. Sadhana Ogale	Senior Faculty Member – Teaching
5	Student	Special Invitee

  
**Dr. Prachi Pargaonkar**  
Director A/C



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**Founder Secretary**

**CA Dr. Priya Agashe**  
 M.Com., Ph.D., FCA  
**Director**

**Mechanism to redress the student grievances at SKNSSBM for the year 2023-24**

SKN Sinhgad School of Business Management has a Student Grievance Redressal Cell comprising of Director, Faculty members, Non-teaching members and student representatives. This cell maintains gender equality while selecting committee members. The Committee members meet twice in a semester to address all grievances related to the students. The Grievance Redressal Cell is also inbuilt with a mechanism where suggestions for improvement of teaching-learning and other related matters of the College directly or indirectly evolve.

The Students' Grievance Redressal Cell for the academic year 2023 -24 comprises of the following members:

1	Chairman	Dr. Priya Agashe	Director, SKNSSBM
2	Core Members	1.Dr.Yatin Bokil 2.Dr..Shalaka Sakhrekar 4.Dr.Sadhana Ogale	Teaching Staff
3		Mr. Mahesh Shinde	
4	Students	1.Shreyas Joshi 2. Mukta Kenger	Sr.Student Representatives
5.		1.Samiksha Wagh 2.Prathmesh Rathod	

*Phgash*

**Dr. Priya Agashe**  
**Director Director**

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 Sinhgad School of Business Management  
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**CA Dr. Priya Agashe**  
M.Com., Ph.D., FCA  
Director

## Student Grievances Redressal Committee

Minutes of the meeting for Student Grievances Redressal Committee held on 25-04-2024

Members:

1	Chairman	Dr. Priya Agashe	Director, SKNSSBM	
2	Core Members	1. Dr. Yatin Bokil	Teaching Staff	
		2. Dr. Shalaka Sakhrekar		
		3. Dr. Sadhana Ogale		
		1. Mr. Mahesh Shinde	Non-Teaching Staff	
3	Students	1. Shreyash Joshi	Sr.-Student	
		2. Mukta Kenger	Representatives	
		1. Samiksha Wagh	Jr.-Student	
		2. Prathmesh Rathod	Representatives	

### Points discussed:

1. Regular meeting was held in order to assess if there are any issues.
2. There were some drinking water cooling issues that were reported by student class representative.
3. As Chairman promised to do the necessary arrangements, students were happy with this.
4. There were no big issues recorded related to student activities. Students were very happy with the other things.





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Founder Secretary

**Dr. Prachi Pargaonkar**  
M.Com., Ph.D., FCA  
Director

### Student Grievances Redressal Committee

Minutes of the meeting for Student Grievances Redressal Committee held on 12-02-2024

Members:

1	Chairman	Dr. Prachi Pargaonkar	Director, SKNSSBM	
2	Core Members	1. Dr. Yatin Bokil	Teaching Staff	
		2. Dr. Shalaka Sakhrekar		
		3. Dr. Sadhana Ogale		
		1. Mr. Mahesh Shinde	Non-Teaching Staff	
3	Students	1. Shreyash Joshi	Sr.-Student	
		2. Mukta Kenger	Representatives	
		1. Samiksha Wagh	Jr.-Student	
		2. Prathmesh Rathod	Representatives	

Points discussed:

1. Regular meeting was held in order to assess if there are any issues.
2. Student representative members also expressed that there are no such issues and there is enough support from the management and staff members.







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Director

### Student Grievances Redressal Committee

Minutes of the meeting for Student Grievances Redressal Committee held on 29-11-2023

Members:

1	Chairman	Dr. Prachi Pargaonkar	Director, SKNSSBM	
2	Core Members	1. Dr. Yatin Bokil	Teaching Staff	
		2. Dr. Shalaka Sakhrekar		
		3. Dr. Sadhana Ogale		
		1. Mr. Mahesh Shinde	Non-Teaching Staff	
3	Students	1. Shreyash Joshi	Sr.-Student	
		2. Mukta Kenger	Representatives	
		1. Samiksha Wagh	Jr.-Student	
		2. Prathmesh Rathod	Representatives	

Points discussed:

1. Regular meeting was held in order to assess if there are any issues.
2. There were some issues related to classroom fan's regulator reported by student class representatives and they requested to do the arrangements.
3. As Chairman promised to do the necessary arrangements, students were happy with this.
4. There were no big issues recorded related to student activities. Students were very happy with the other things.



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Business Management  
1. 10, Sinhgad Rd, Ambegaon  
Budruk, Pune, Maharashtra.  
411041

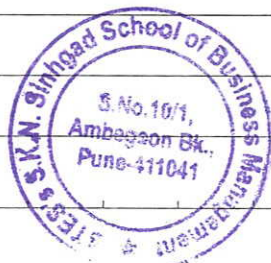
Subject :- Request for Repair of Classroom Fan  
Regulator

Respected Mam

I hope this message finds you well. I am writing to bring to your attention an issue concerning the malfunctioning fan regulator in classrooms. Over the past month, the fan regulator has exhibited irregularities, causing disruptions to the learning environment. This issue is particularly concerning as it directly affects the comfort and concentration of both students and faculty during lectures and class activities.

Thank you for your attention to this request.

Sincerely  
MBA - I



*Bankar*  
*Pl. look into it*  
*W.P.*  
*28/11/23*

Director

Sinhgad Technical Education Society's  
FOR EDUCATIONAL USE  
S.K.N. Sinhgad School of Business Management  
S.No. 10/1, Ambegaon (Bk.), Pune - 41

Date :- 23/04/24

To,

The Director  
SKN Sinhgad School of Business Management  
Ambegaon (Bk), Pune.

Subject :- An application for complaint about  
drinking water cooling issue.

Respected madam,

I want to inform you that we MBA-I student are facing the drinking water cooling issue, water is pure but cooling system is not working properly. Now summer has been starting. Access to cool drinking water is not only essential for hydration but also contributes to the overall well-being and comfort of students, faculty and staff on college.

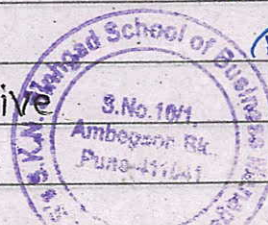
We kindly request that immediate action be taken to address this issue and restore the functionality of the water cooling system.

Thank you for your attention to this matter. We look forward to a prompt resolution & the continued provision of cool drinking water on college.

Sincerely,

~~Signature~~

MBA-I  
Class representative



Mr. Bantar  
Resolve the issue  
Dy. Dir

Director  
Sinhgad Technical Education Society  
S.K.N. Sinhgad School of Business Management  
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## Grievance Redressal Committee

### Annual Report 2023-24

SKN Sinhgad institute of Business Management has a Student Grievance Redressal Cell comprising of Director, Faculty members, Non-teaching members and student representatives. This cell maintains gender equality while selecting committee members. SKNSSBM has created a mechanism for redressal of student's grievances related to academic and non-academic matters. The Committee members meet twice in a semester to address all grievances related to the students. The Grievance Redressal Cell is also inbuilt with a mechanism where suggestions for improvement of teaching-learning and other related matters of the College directly or indirectly evolve.

The objective of this committee is encouraging the Students to discuss their grievances or problems freely without any fear of being victimized.

- The first Grievance Redressal committee meeting for the academic year 2023-24 was held on 29th November 2023. The agenda of meeting was to discuss about the grievances/suggestions received by students. There were some issues related classroom fan's regulator were reported by student representative. As a chairperson Director Madam has taken initiative and instruct the technician to solve the problem.
- The second Grievance Redressal committee meeting for the academic year 2023-24 was held on 12th February 2024. There were no issues or any complaint from student representative. Students were very happy with the other things.
- The third Grievance Redressal committee meeting for the academic year 2023-24 was held on 25th April 2024.

There were some drinking water cooling system issues were reported by student representative. As a chairperson Director Madam has informed the admin section to solve the problem.

There were no big issues recorded for the academic year 2023-24 related to student activities. Students were very happy with the other things.

Dr. Priya Agashe

Director  
Director



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“Holistic development of students and teachers is what we believe in and work for. We strive to achieve this by imbibing a unique value system, transparent work culture, excellent academic and physical environment conducive to learning, creativity and technology transfer. Our mandate is to generate, preserve and share knowledge for developing a vibrant society.”

### Vision Statement of Institute:

To be renowned management institute of excellence and responsible leadership, that is Indian in character and global in relevance.

### Anti-Ragging Policy

SKN Sinhgad School of Business Management has an anti-ragging committee and squad composed of Principal, senior faculty members, Student representatives, Police Officer and NGO representative which takes preventive actions to avoid ragging. The Committee gives wide publicity to related acts, statutes and punishments in the form of display boards in the college, library, website and hostels. It is mandatory for the students to fill form and produce an anti-ragging affidavit during admission to the institute. The Anti-ragging squad makes random visits to various departments, libraries and hostels to ensure that no ragging takes place.

### Objectives of Anti-Ragging Cell

Encouraging the Students to discuss their problems freely without any fear of being victimized.

1. To maintain the Ragging free campus.
2. To Provide easy accessibility to students for Ragging Complaints.
3. To receive the complaints and resolve them through Committee
4. Committee should ensure speedy action and protection of the student.

### Process to raise the Ragging Complaints:

1. Students can contact to committee members directly.
2. Students can submit the written complaint to the Anti-Ragging Cell
3. Students can write mail to Anti-Ragging Cell committee members.
4. Students/Victim can complaint through phone to authorized person.





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Director

### Process to solve the Ragging Complaints:

The process to solves the complaint is given below

**Step 1: Complaint received-** Anti-Ragging committee can receive the complaint through any of mode of complaints mentioned above.

**Step 2: Scrutiny of complaint:** If any complaint is received, it is first verified for the genuineness of its origin.

**Step 3: Action:** Committee takes action according to requirement of the present situation to solve the issues mentioned in complaint.

**Step 4: Complaint Resolves-**Committee members takes action to solve the issue raised by applicant and provide proper solution to satisfy the applicant.

**Dr.Prachi Pargaonkar**

Director

**Director**

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STES/SKNSSBM/2023-24/171-A

Date: 04/10/2023

### Establishment of Anti - Ragging committee & Squad

The following committee is formed for the year 2023-24 from immediate effect.

Sr. No.	Name of the Committee Member	Profession
<b>Anti-Ragging Committee</b>		
1	Dr. Prachi Pargaonkar	Head of the Institute-Teaching and Administration
2	Mrs. Shilpa Bhujbal	Parent Representative
3	Mr. Yogiraj Prabhune	Media Person
4	Dr. Yatin Bokil	Teaching- Gents Faculty
5	Ms. Mayuri Yadav	Teaching-Lady Faculty
6	Mr. Mahesh Shinde	Non-Teaching (Administrative Authority)
7	Mr. Vikrant Dighe	Police Sub Inspector
8	Mr. Mandar Joshi	NGO Representative
9	Ms. Priydarshini Pawage	Jr. Student-SKNSSBM
10	Ms. Omkar Pise	Sr. Student-SKNSSBM
<b>Anti-Ragging Squad</b>		
11	Dr. Roza Parashar	Faculty residing at campus
12	Dr. Sadhana Ogale	Faculty residing at campus
13	Dr. Manoj Kulkarni	Faculty
14	Mr. Yuvraj Navale	Warden, Boys Hostel
15	Ms. Vanashree Navale	Warden, Girls Hostel
16	Dr. Shilpa Gaikwad	Civil Administration

  
**Dr. Prachi Pargaonkar**  
Director A/C



**Note:**

1. Formation of the committee is as per the norms prescribed in the AICTE Process Handbook.
2. Students in distress due to ragging related incidents can call the National Anti-Ragging Helpline No.1800-180- 5522 (24x7 Toll Free) or e-mail: helpline@antiragging.in



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**Mechanism to redress the student ragging at SKNSSBM for the year 2023-24**

SKN Sinhgad School of Business Management has a Student Anti-ragging Redressal Cell comprising of Director, Faculty members, Non-teaching members and student representatives. This cell maintains gender equality while selecting committee members. The Committee members meet twice and if required regularly in a semester to discuss about ragging problem related to the students. The Anti-ragging Cell is also inbuilt with a mechanism where suggestions for improvement related ragging matters of the College directly or indirectly evolve.

SKN Sinhgad School of Business Management Institute clearly mention that ragging is totally banned and anyone found guilty of ragging and/or abetting ragging is liable to be punished. Each batch of fresher's divided into small groups and each such group assigned to a member of staff. Such staff member regularly interacting individually with each member of the group on daily basis to ascertain the problems/difficulties, if any faced by the freshers in the Institution and extend necessary help

The Students' **Anti-ragging Committee** Cell for the academic year 2023 -24 comprises of the following members:

Sr.No.	Name of committee members	Profession
1	Dr.Priya Agashe	Head of the Institute-Teaching and Administration
2	Mrs.Shilpa Bhujbal	Parent Representative
3	Mr.Yogiraj Prabhune	Media person
4	Dr.Yatin Bokil	Teaching-Male faculty
5	Ms.Mayuri Yadav	Teaching-Female faculty
6	Mr.Mahesh Shinde	Non-Teaching(Administrative Authority)
7	Mr.Vikrant Dighe	Police Sub Inspector
8	Mr.Mandar Joshi	NGO Representative
9	Mr.Priyadarshni Pawage	Jr.Students-SKNSSBM
10	Ms.Omkar Pise	Sr.Students-SKNSSBM
<b>Anti-Ragging Squad</b>		
11	Dr.Roza Parashar	Faculty Residing in campus
3	Dr.Sadhana Ogale	Faculty Residing in campus
4	Dr.Manoj Kulkarni	Faculty Member
5	Mr. Yuvraj Navale	Warden-Boys hostel
6	Ms.Vanashree Navale	Warden-Girls hostel
7	Dr.Shilpa Gaikwad	Civil Administration







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Accredited by NAAC) S. No. 10/1, Ambegaon (Bk.), Pune - 411041. Phone: + 91 20 24354036  
E-mail: director\_sknbsm@sinhgad.edu, website: www.sinhgad.edu

**Prof. M. N. Navale**  
M.E. (Elect), MIE, MBA  
Founder President

**Dr. (Mrs.) Sunanda M. Navale**  
B.A., M.P.M., Ph.D  
Founder Secretary

**CA Dr. Priya Agashe**  
M.Com., Ph.D., FCA  
Director

**Anti-Ragging committee**

Minutes of Meeting for Anti-Ragging Committee held on 24-04-2024

Committee Members:2023-24

Sr.No.	Name of the member	Profession	Signature
1	Dr. Priya Agashe	Head of institute-Teaching and non-teaching administration	
2	Mrs. Shilpa Bhujbal	Parent representative	
3	Mr. Yogiraj Prabhune	Media Person	
4	Dr. Yatin Bokil	Teaching-Gents Faculty	
5	Prof. Mayuri Yadav	Teaching-Lady Faculty	
6	Mr. Mahesh Shinde	Non-teaching administrative Authority	
7	Mr. Vikrant Dighe	Police Sub Inspector	
8	Mr. Mandar Joshi	NGO representative	
9	Mr. Priyadarshini Pawage	Jr. student-SKNSSBM	
10	Ms. Omkar Pise	Sr. student-SKNSSBM	
<b>Anti-Ragging Squad</b>			
11	Dr. Roza Parashar	Faculty Residing at campus	
12	Dr. Sadhana Ogale	Faculty Residing at campus	
13	Dr. Manoj Kulkarni	Faculty	
14	Mr. Yuvraj Navale	Warden-Boys hostel	
15	Ms. Vanashree Navale	Warden-Boys hostel	
16	Dr. Shilpa Gaikwad	Civil Administration	

**Points discussed:**

- 1) Dr. Priya Agashe welcomed members of the committee
- 2) All the members of committee made periodical visits and checked ragging activities.
- 3) There were no any issues reported related to the ragging. All students are living with mutual happiness.





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Founder Secretary

**Dr. Prachi Pargaonkar**  
M.Com., Ph.D., FCA  
Director

### Anti-Ragging committee

Minutes of Meeting for Anti-Ragging Committee held on 13-02-2024

Committee Members:2023-24

Sr.No.	Name of the member	Profession	Signature
1	Dr. Prachi Pargaonkar	Head of institute-Teaching and non-teaching administration	
2	Mrs. Shilpa Bhujbal	Parent representative	
3	Mr. Yogiraj Prabhune	Media Person	
4	Dr. Yatin Bokil	Teaching-Gents Faculty	
5	Prof. Mayuri Yadav	Teaching-Lady Faculty	
6	Mr. Mahesh Shinde	Non-teaching administrative Authority	
7	Mr. Vikrant Dighe	Police Sub Inspector	
8	Mr. Mandar Joshi	NGO representative	
9	Mr. Priyadarshini Pawage	Jr. student-SKNSSBM	
10	Ms. Omkar Pise	Sr. student-SKNSSBM	
<b>Anti-Ragging Squad</b>			
11	Dr. Roza Parashar	Faculty Residing at campus	
12	Dr. Sadhana Ogale	Faculty Residing at campus	
13	Dr. Manoj Kulkarni	Faculty	
14	Mr. Yuvraj Navale	Warden-Boys hostel	
15	Ms. Vanashree Navale	Warden-Boys hostel	
16	Dr. Shilpa Gaikwad	Civil Administration	

#### Points Discussed in the meeting

1. Dr. Prachi Pargaonkar welcomed members and took the review of all the members.
2. Teacher representative gives information about the mechanism of the college regarding Anti-Ragging
3. All members of the committee made periodical visits and checked ragging activities.
4. There were no any issues reported related to the ragging. All students are living with mutual happiness.





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Founder Secretary

**Dr. Prachi Pargaonkar**  
M.Com., Ph.D., FCA  
Director

### Anti-Ragging committee

Minutes of Meeting for Anti-Ragging Committee held on 28-11-2023

Committee Members:2023-24

Sr.No.	Name of the member	Profession	Signature
1	Dr. Prachi Pargaonkar	Head of institute-Teaching and non-teaching administration	
2	Mrs. Shilpa Bhujbal	Parent representative	
3	Mr. Yogiraj Prabhune	Media Person	
4	Dr. Yatin Bokil	Teaching-Gents Faculty	
5	Prof. Mayuri Yadav	Teaching-Lady Faculty	
6	Mr. Mahesh Shinde	Non-teaching administrative Authority	
7	Mr. Vikrant Dighe	Police Sub Inspector	
8	Mr. Mandar Joshi	NGO representative	
9	Mr. Priyadarshini Pawage	Jr. student-SKNSSBM	
10	Ms. Omkar Pise	Sr. student-SKNSSBM	
<b>Anti-Ragging Squad</b>			
11	Dr. Roza Parashar	Faculty Residing at campus	
12	Dr. Sadhana Ogale	Faculty Residing at campus	
13	Dr. Manoj Kulkarni	Faculty	
14	Mr. Yuvraj Navale	Warden-Boys hostel	
15	Ms. Vanashree Navale	Warden-Boys hostel	
16	Dr. Shilpa Gaikwad	Civil Administration	

#### Agenda of the Meeting

1. Allocation of duties and responsibilities
2. Discussion on the periodic visits to be made.

#### Points Discussed in the meeting

1. Dr. Prachi Pargaonkar welcomed members and outlined the duties and responsibilities of all the members for accepting the responsibilities.
2. All members decided to make periodical visits and check ragging activities.
3. The members reported that they will address all the students and warn them against any ragging activity.



Reference Number 3024885

### ANTIRAGGING AFFIDAVIT BY THE STUDENT

1. I, Aakanksha Hanumant Nanotkar s/o - d/o Mr./Mrs./Ms Hanumant Nanotkar , having been admitted to Sinhgad Technical Education Society's S.K.N. Sinhgad School of Business Management S.No. 10-1 Ambegaon Bk. Tal. Haveli Dist. Pune 411041. have received a copy of the UGC regulations on Curbing the menace of Ragging in Higher Educational Institutions 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that:-  
I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.  
I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

DECLARED ON 13-08-2023

Signature of Deponent  
M.S. Nanotkar  
Aakanksha Hanumant Nanotkar

#### VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at PUNE On 13-08-2023

Reference Number 3013748

### ANTIRAGGING AFFIDAVIT BY THE STUDENT

1. I, SHANTANU NARENDRA KORDE s/o - d/o Mr./Mrs./Ms NARENDRA , having been admitted to Sinhgad Technical Education Society's S.K.N. Sinhgad School of Business Management S.No. 10-1 Ambegaon Bk. Tal. Haveli Dist. Pune 411041. have received a copy of the UGC regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that:-  
I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.  
I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

DECLARED ON \_\_\_\_\_

Signature of Deponent Shantanu Korde

SHANTANU NARENDRA KORDE

#### VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at Pune On 12-08-23.

Reference Number 3024715

### ANTIRAGGING AFFIDAVIT BY THE STUDENT

1. I, Gaurav Rajkumar Borse s/o - d/o Mr./Mrs./Ms Rajkumar borse , having been admitted to Sinhgad Technical Education Society's S.K.N. Sinhgad School of Business Management S.No. 10-1 Ambegaon Bk. Tal. Haveli Dist. Pune 411041. have received a copy of the UGC regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that:-  
I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.  
I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

DECLARED ON 13 Aug 2023

Signature of Deponent

  
Gaurav Rajkumar Borse

#### VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at pune place On pune 13 Aug 2023



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Founder Secretary

**CA Dr. Priya Agashe**  
M.Com., Ph.D., FCA  
Director

### Anti-Ragging Committee Annual Report 2023-24

SKN Sinhgad institute of Business Management has a Student Anti-ragging Redressal Cell comprising of Director, Faculty members, Non-teaching members and student representatives. The anti-ragging committee displayed on college website and also on notice board.

In the beginning of the session, The Director addressed to newly admitted students. The provision of the anti-ragging circular was described in details and the punishment meant for the offence is highlighted. The Committee members meet twice and if required regularly in a semester to discuss about ragging problem related to the students. The Anti-ragging Cell is also inbuilt with a mechanism where suggestions for improvement related ragging matters of the College directly or indirectly evolve. This cell maintains gender equality while selecting committee members.

Each batch of fresher's divided into small groups and each such group assigned to a member of staff. Such staff member regularly interacting individually with each member of the group on daily basis to ascertain the problems/difficulties, if any faced by the freshers in the Institution and extend necessary help.

As a result of this there were no any issues reported related to the ragging. All students are leaving with mutual happiness.



*Priya Agashe*

Dr.Priya Agashe

Director  
Director

Sinhgad Technical Education Society  
Sinhgad School of Business Management  
S.No. 10/1, Ambegaon (Bk.), Pune - 41



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Director

#### Mission Statement of Institute:

“Holistic development of students and teachers is what we believe in and work for. We strive to achieve this by imbuing a unique value system, transparent work culture, excellent academic and physical environment conducive to learning, creativity and technology transfer. Our mandate is to generate, preserve and share knowledge for developing a vibrant society.”

#### Vision Statement of Institute:

To be renowned management institute of excellence and responsible leadership, that is Indian in character and global in relevance.

#### Sexual harassment Policy

SKN Sinhgad School of Business Management has adopted the guidelines laid down by the Honorable Supreme Court of India, for woman harassment in compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The authority refers the matter to the Women Cell which has a representation of Principal and lady representatives. The cell resolves the issues by taking proper disciplinary actions. The frequency of the meeting is based on the need and complaints received.

The institute involves lady faculty and girl student representatives, along with the students and faculty members who closely monitor these activities give their opinion in writing on demand to the concerned authority.

#### Objectives of Sexual harassment committee.

Encouraging the Students to discuss their problems freely without any fear of being victimized.

1. To provide the protection against Sexual harassment at college campus
2. To Provide easy accessibility to students for Sexual Harassment Complaints.
3. To receive the complaints and resolve them through Committee
4. Committee should ensure speedy action and protection of the student.







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Director

### Process to raise the Sexual harassment issues:

1. Students can contact to committee members directly.
2. Students can submit the written complaint to the Internal complaints committee
3. Students can write mail to internal complaints committee members.
4. Students/Victim can complaint through phone to authorized person.

### Process to solve the Sexual harassment issues:

The process to solves the complaint is given below

**Step 1: Complaint received-** Internal complaints committee can receive the complaint through various mode of complaints mentioned above.

**Step 2: Scrutiny of complaint:** If any complaint received, it is first verified for the genuineness of its origin.

**Step 3: Action:** Committee takes action as the current situation demands to solve the issues mentioned in complaint.

**Step 4: Complaint Resolves-** Committee members takes action to solve the issue raised by applicant and provide proper solution to satisfy the applicant.

  
Dr. Prachi Pargaonkar

Director  
Sinhgad Technical Education Society's  
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Director

STES/SKNSSBM/2023-24/171-C

Date: 04/10/2023

**Internal Committee (IC)**

The following committee is formed for the year 2023-24 from immediate effect. The following committee has been formed (As per Section 4 All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulations, 2016 vide No. F.AICTE/WH/2016/01dated 10th June, 2016 \*

Sr. No.	Name of the Committee Member	Profession
1	Dr. Sangeeta Gorde	Presiding Officer
2	Dr. Yatin Bokil	Gents Faculty Member
3	Dr. Roza Parashar	Lady Faculty Member
4	Mr. Mahesh Shinde	Gents Non-Teaching (Administrative Authority)
5	Ms. Shailaja Jangam	Lady Non-Teaching
6	Antariksh Ingale	Student
7	Omkar Maske	Student
8	Unnati Masani	Student
9	Dr. Shilpa Gaikwad	Advocate - Representative non-Govt. Organization

  
**Dr. Prachi Pargaonkar**  
Director A/C





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**Mechanism for Prevention of Sexual Harassment at SKNSSBM for the year 2023-24**

SKN Sinhgad School of business management has adopted the guidelines laid down by the Honorable Supreme Court of India, for woman harassment in compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The authority refers the matter to the Women Cell which has a representation of Principal and lady representatives. The cell resolves the issues by taking proper disciplinary actions. The frequency of the meeting is based on the need and complaints received.

The institute involves lady faculty and girl student representatives, in all students and faculty activities who closely monitor these activities and if necessary give feedback to the concerned authority.

The **Sexual Harassment Committee** Cell has been established in the college to provide a healthy and congenial atmosphere to the female staff members and students of the College.

For the academic year 2023 -24 comprises of the following members:

Committee Members: 2023-24

Sr.No.	Name of committee Members	Profession
1	Dr. Prachi Pargaonkar	Director-SKNSSBM
2	Dr.Sangeeta Gorde	Presiding Officer
3	Dr.Yatin Bokil	Teaching-Gents Faculty
4	Dr.Roza Parashar	Teaching-Lady Faculty
5	Mr.Mahesh Shinde	Non-Teaching-Gents member (Administrative Authority)
6	Ms.Shailaja Jangam	Non-Teaching-Lady member
7	Antariksh Ingale	Students
8	Omkar Maske	Students
9	Unnati Masani	Students
10	Dr.Shilpa Gaikwad	Advocate- Representative non Govt.Organization

  
Dr.Prachi Pargaonkar

Director

**Director**

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M.Com., Ph.D., FCA  
Director

**Internal committee (Sexual Harassment committee)**

Minutes of the meeting for Prevention of Sexual Harassment Committee held on 26-04-2024

Committee Members: 2023-24

Sr.No.	Name of committee Members	Profession	Signature
1	Dr. Priya Agashe	Director-SKNSSBM	
2	Dr. Sangeeta Gorde	Presiding Officer	
3	Dr. Yatin Bokil	Teaching-Gents Faculty	
4	Dr. Roza Parashar	Teaching-Lady Faculty	
5	Mr. Mahesh Shinde	Non-Teaching-Gents member (Administrative Authority)	
6	Ms. Shailaja Jangam	Non-Teaching-Lady member	
7	Antariksh Ingale	Students	
8	Omkar Maske	Students	
9	Unnati Masani	Students	
10	Dr. Shilpa Gaikwad	Advocate- Representative non Govt. Organization	

**Points discussed:**

1. Regular meeting was held in order to assess if there are any issues.
2. Staff members informed that they are continuously in touch with the other female staff members as well as female students.
3. There were no issues observed or reported by any staff or students related to sexual harassment.
4. Student representative members also expressed that there are no such issues and there is enough support from the management and staff members.





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**Dr. Prachi Pargaonkar**  
M.Com., Ph.D., FCA  
Director

### Internal committee (Sexual Harassment committee)

Minutes of the meeting for Prevention of Sexual Harassment Committee held on 15-02-2023

Committee Members: 2023-24

Sr.No.	Name of committee Members	Profession	Signature
1	Dr. Prachi Pargaonkar	Director-SKNSSBM	
2	Dr. Sangeeta Gorde	Presiding Officer	
3	Dr. Yatin Bokil	Teaching-Gents Faculty	
4	Dr. Roza Parashar	Teaching-Lady Faculty	
5	Mr. Mahesh Shinde	Non-Teaching-Gents member (Administrative Authority)	
6	Ms. Shailaja Jangam	Non-Teaching-Lady member	
7	Antariksh Ingale	Students	
8	Omkar Maske	Students	
9	Unnati Masani	Students	
10	Dr. Shilpa Gaikwad	Advocate- Representative non Govt. Organization	

#### Points discussed:

1. Regular meeting was held in order to assess if there are any issues.
2. Staff members informed that they are continuously in touch with the other female staff members as well as female students.
3. There were no issues observed or reported by any staff or students related to sexual harassment.





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**Dr. Prachi Pargaonkar**  
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Director

### Internal committee (Sexual Harassment committee)

Minutes of the meeting for Prevention of Sexual Harassment Committee held on 30-11-2023

Committee Members: 2023-24

Sr.No.	Name of committee Members	Profession	Signature
1	Dr. Prachi Pargaonkar	Director-SKNSSBM	
2	Dr.Sangeeta Gorde	Presiding Officer	
3	Dr.Yatin Bokil	Teaching-Gents Faculty	
4	Dr.Roza Parashar	Teaching-Lady Faculty	
5	Mr.Mahesh Shinde	Non-Teaching-Gents member (Administrative Authority)	
6	Ms.Shailaja Jangam	Non-Teaching-Lady member	
7	Antariksh Ingale	Students	
8	Omkar Maske	Students	
9	Unnati Masani	Students	
10	Dr.Shilpa Gaikwad	Advocate- Representative non Govt.Organization	

#### Points discussed:

1. Regular meeting was held in order to asses if there are any issues.
2. Staff members intimated that they are required to be continuously in touch with the other female staff members as well as female students.
3. There were no issues observed or reported by any staff or students related to sexual harassment.
4. Student representative members also expressed that there are no such issues and there is enough support from the management and staff members.





Sinhgad Institutes

SINHGAD TECHNICAL EDUCATION SOCIETY'S

**S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT**

(Approved by AICTE, Recognized by Govt. of Maharashtra & Affiliated to Savitribai Phule Pune University,  
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B.A., M.P.M., Ph.D  
Founder Secretary

**CA Dr. Priya Agashe**  
M.Com., Ph.D., FCA  
Director

### Sexual Harassment Committee

### Annual Report 2023-24

SKN Sinhgad institute of Business Management has adopted the guidelines laid down by the Honorable Supreme Court of India, for woman harassment in compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The authority refers the matter to the Women Cell which has a representation of Principal and lady representatives. The cell resolves the issues by taking proper disciplinary actions. The frequency of the meeting is based on the need and complaints received. The institute involves lady faculty and girl student representatives, in all students and faculty activities who closely monitor these activities and if necessary give feedback to the concerned authority.

There were no issues observed or reported by any staff or students related to sexual harassment for the academic year 2023-24

Dr. Priya Agashe

Director

**Director**

Sinhgad Technical Education Society's  
S.K.N. Sinhgad School of Business Management  
S.No. 10/1, Ambegaon (Bk.), Pune - 411041

