



# RTC INSTITUTE OF TECHNOLOGY

Anandi, Ormanjhi, Ranchi – 835219, Jharkhand

Approved by AICTE, New Delhi & Govt. of Jharkhand and Affiliated to Jharkhand University of Technology, Ranchi  
(ISO 9001:2015 CERTIFIED)



## Women's cell Policies

RTCIT, Anandi, Ormanjhi, Ranchi

### 1. PREMBLE

The formulation of policies for a Women's Cell in an engineering college is a structured process aimed at creating a safe, equitable, and empowering environment for female students, faculty, and staff. Policies typically align with the **Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013**, and guidelines from AICTE/UGC.

The Women's Cell of RTC Institute of Technology (RTCIT), Ormanjhi, Ranchi is established to ensure a safe, secure, and inclusive environment for all female students, faculty, and staff. The Cell aims to promote gender equality, prevent discrimination, and address grievances related to harassment.

The women's cell at RTCIT was established on 30-07-2024 but ICC( Internal Complaints Committee) has been functioning for a long time.

### 2. VISION

To promote general well-being of female students, teaching and non-teaching women staff of the College and to provide and maintain a dignified, congenial working environment for women and enable them to explore their imminent potential in all aspects.

### 3. MISSION

To train & aware women to acquire wide range of skills and knowledge and to develop and increase their social, economic and intellectual capacities for peace, security and prosperity of mankind.

### 4. OBJECTIVES

- **Empowerment:** To facilitate women's empowerment through workshops, seminars, and skill development to foster "job providers" rather than "job seekers".
- **Safety and Security:** To ensure a safe, congenial campus environment free from discrimination and harassment.
- **Gender Sensitization:** To organize programs that educate the entire college community (including males) on gender equity.
- **Awareness:** To educate women about their legal rights, social duties, and health hygiene.



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## 5. Composition of Women's Cell 2025

- Coordinator (Women's Cell Coordinator)
- Faculty Members
- Student Representatives ( B.tech and Diploma)

Sl.No	Name	Designation	Role in Committee
1.	Mrs. Kiran Kumari	Assistant Prof.	Coordinator
2.	Mrs.BinitaRoshimaHinz	Assistant Prof.	Co- coordinator
3.	Mrs.Anamika Kumari	Assistant Prof.	Member
4.	Mrs.Doli Kumari	Assistant Prof.	Member
5.	Miss Rupali Singh	CSE B.tech 3rd sem	Member
6.	Miss PriyaniSuman	CSE B.tech 3rd sem	Member
7.	Miss Sneha Kumari	CSE B.tech 3rd sem	Member
8.	Miss Rimjhim Rani	CSE B.tech 3rd sem	Member
9.	Miss Gungun das	CSE B.tech 3rd sem	Member
10.	Miss Laxmi Kumari	CSE B.tech 3rd sem	Member
11.	Miss AkritiMahto	CE Diploma 3rd sem	Member
12.	Miss Manisha Kumari	EEE Diploma 3rd sem	Member

Tenure: Members shall serve for a period of 1-2 years.

Meetings: The Cell shall meet at least once every semester or as required.

## 6. Roles and Responsibilities

- To receive and address complaints related to harassment through ICC (Internal Complaint Committee).
- To conduct awareness programs and workshops.
- To ensure implementation of policies related to women's safety.
- To maintain confidentiality in all matters .
- To recommend appropriate actions to the college administration.

## 7. Code of Conduct

All students, faculty, and staff must:

- Maintain respectful behavior towards women
- Avoid any form of harassment (verbal, physical, or online)
- Refrain from discriminatory practices
- Follow institutional rules and ethical standards



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## 8. Awareness and Preventive Measures

The Women's Cell shall:

- Organize seminars, workshops, and awareness programs as per academic year plan (July – June).
- Conduct gender sensitization activities.
- Celebrate events such as International Women's Day.
- Promote a culture of respect and equality.
- Self defence training physically, mentally to all girls/women.

## 9. Safety Measures

The institution shall ensure:

- Adequate lighting and security on campus
- Availability of complaint mechanisms
- Safe and supportive environment for reporting issues

## 10. Review and Monitoring

This policy shall be reviewed annually and updated as per requirements and feedback from stakeholders.

Kiran  
29-08-25

Mrs. Kiran Kumari

Coordinator (Women's Cell)



Dr. N. Hari Babu  
29/8/25

Dr. N. Hari Babu

Principal

Principal  
RTCIT, Anandi  
Ormanjhi, Ranchi-19



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Ref – RTCIT/P/417/02/2025

Date:26-08- 2025

## OFFICE ORDER

### Sub.: Women's Cell

This is to notify that following are the members of Women's Cell of RTCIT with the below mentioned responsibilities with immediate effect.

1. To ensure healthy atmosphere in the institute.
2. To discuss and solve the issues of women faculty/girl student.
3. To conduct some awareness programs in association with NSS-UBA cell for development of women/girl in the Institute.
4. To organize some cultural programs with the help of cultural committee.

Sl.No.	Name	Department	Position
1.	Mrs. Kiran Kumari (SCH)	Assistant Prof. ,SCH	Coordinator
2.	Mrs. Binita Roshima Hinz ( CSE)	Assistant Prof. ,CSEcs	Co coordinator
3.	Mrs. Anamika Kumari ( ECE)	Assistant Prof.,ECE	Member
4.	Mrs. Doli Kumari ( CE)	Assistant Prof.,CE	Member
5.	Miss Rupali Singh	3rd Sem BtechCSE	Member
6.	Miss Priyani Suman	3rd Sem Btech CSE	Member
7.	Miss Sneha Kumari	3rd Sem Btech CSE	Member
8.	Miss Rimjhim Rani	3rd Sem Btech CSE	Member
9.	Miss Gungun das	3rd Sem Btech CSE	Member
10.	Miss Laxmi Kumari	3rd Sem Btech CSE	Member
11.	Miss Akriti Mahto	3rd sem,Diploma CE	Member
12.	Miss Manisha Kumari	3rd sem ,Diploma EEE	Member

#### Distribution:

1. DiGi-MEDIA-RTCIT/e-notice
2. HoDs/I/cs/Director Emeritus/MD/Dean FD
3. Concerned Members



( Dr. N.Hari Babu)

Principal

Principal  
RTCIT, Anandi  
Ormanjhi, Ranchi-19