

7.1.1: Measures initiated by the Institution for the promotion of gender equity during the last five years

Specific Facilities Provided for Women

Safety and security

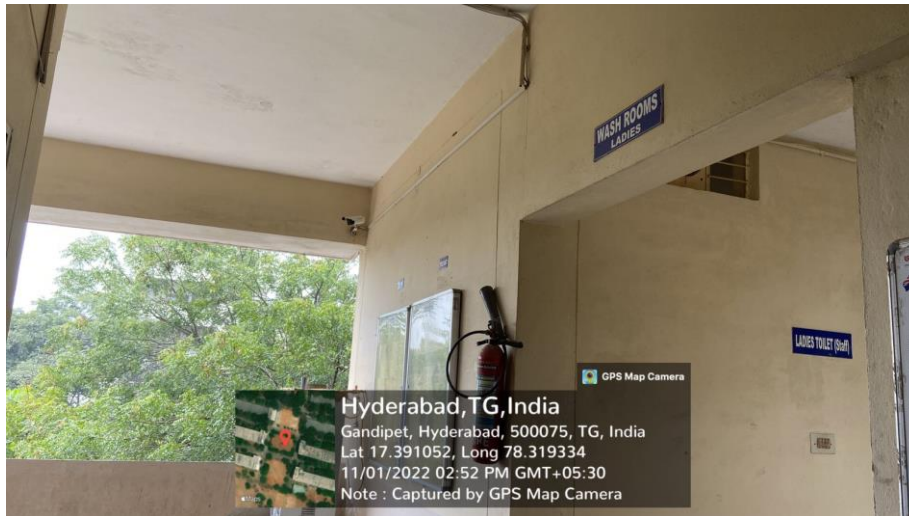
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1. CCTV Cameras: CC Cameras are provided at all the blocks in the campus. CCTV cameras have been fixed in the prominent places like Campus corridors, main campus building, in all floors in department corridors and all common places. It helps in monitoring and keeping a track of the activities on the campus.



CC TV cameras in front of library



CC TV cameras installed at various places



CC TV cameras are installed at the parking



CC TV cameras are installed at the main block



CC TV cameras are installed at the entrance of the canteen

2. Lady security guard has been appointed for the security of the girls on the campus.

consideration of all the Service benefits and Statutory compliances/Labor Laws.

Sl. No.	No. of Security	Consideration Per Person in Rs.	Total Amount in Rs.
1.	15 - Security Guards	15,000/-	2,25,000/-
2.	01 - Lady Guard	15,000/-	15,000/-
3.	03 - Asst. Security Officer	19,000/-	57,000/-
Total Amount			2,97,000/-*

* Includes all taxes, Education Cess & Variable DA as per minimum wages act.
* GST extra if applicable.

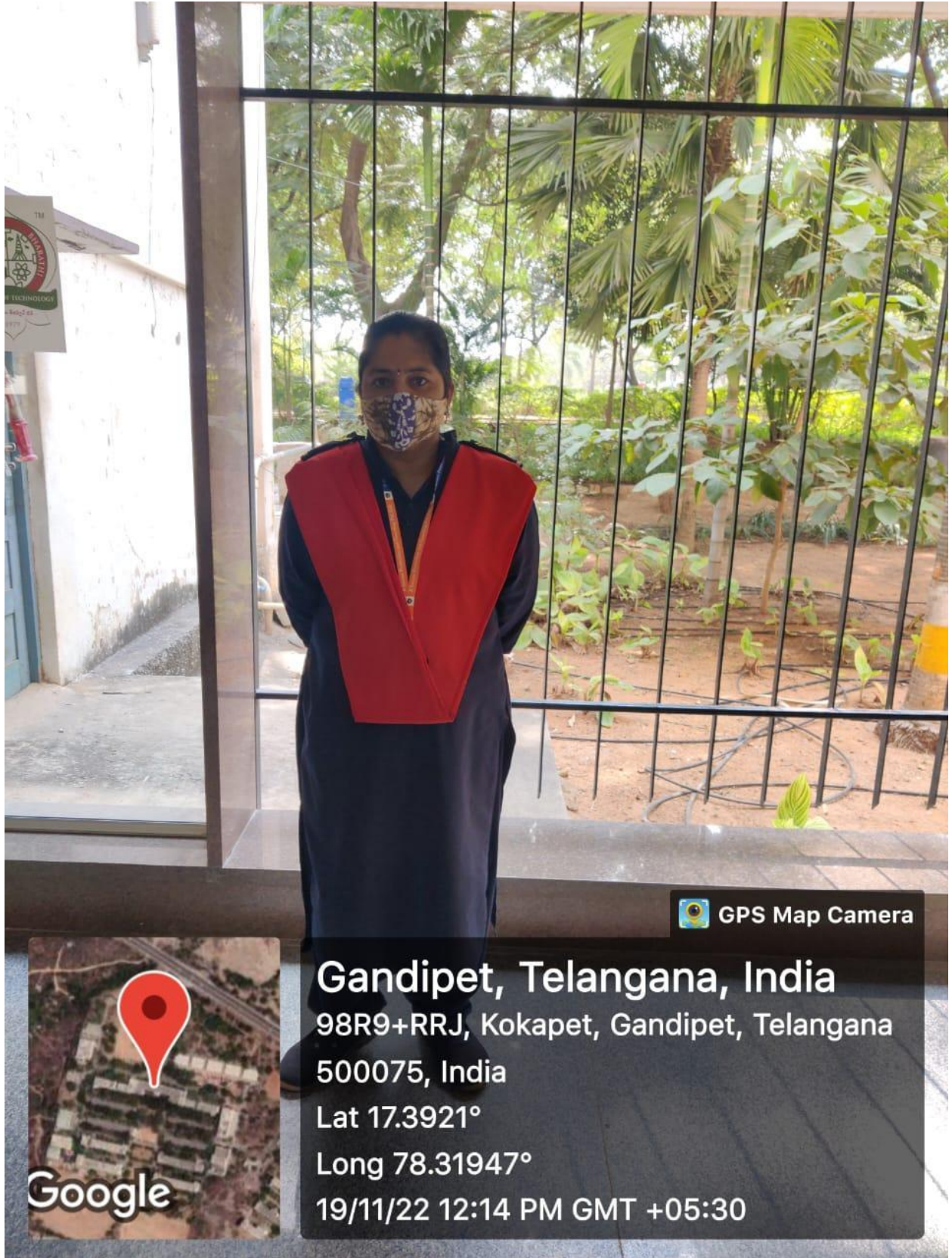
3.3. The 'Security Agency' shall submit the Attendance Sheet of its Personnel along with their Bill for every Month.


3.4. If 'CBIT' requires extra Security Personnel, the Payment will be a proportionate amount to the number deployed which will be paid to the Agency.

For B Secure Protection & Guarding Pvt. Ltd.
Authorized Signatory

President
CBIT

Appointment order of the lady security guard



 GPS Map Camera



Gandipet, Telangana, India
98R9+RRJ, Kokapet, Gandipet, Telangana
500075, India
Lat 17.3921°
Long 78.31947°
19/11/22 12:14 PM GMT +05:30

Lady security guard

3.Woman Nurse appointed at the health center

Health Centre of the Institute facilitates immediate Medical Care for the Staff and Students. The Health Care Centre is equipped with Four Beds, First-Aid Box, Medical Kits, Medicines, Sphygmomanometer for Blood Pressure, Glucometer for Blood Sugar to treat minor Physical Injuries. The Consultation for the Faculty, Staff and Students is at free of cost .Medical Officer visits the Health Centre for Consultations, while a Qualified and Trained Staff Nurse is available during the Working Hours of the Institute in the Health Centre. Ambulance Service is available on the Campus on all Days to reach the Patients to Hospitals in case of Medical Emergencies.



Picture of the health care center with the beds



Picture of the ambulance



CHAITANYA BHARATHI
INSTITUTE OF TECHNOLOGY (A)

No. CBIT/44 /HR/2021

Date: 01-09-2021

PROCEEDINGS OF THE PRESIDENT, CBIT

Sub:- CBIT - Human Resources - Mrs. S. Tejomayi - Non Teaching - Appointment as Nurse on Contractual Service CBIT Health Centre for a period of Eleven Months - Orders - Issued.

Ref:- Note approval of the Hon'ble President, CBIT, dated

Mrs. S. Tejomayi, is hereby appointed as Nurse in Health Centre, Chaitanya Bharathi Institute of Technology, Gandipet, Hyderabad on Contractual Service with a pay of Rs.13,200/- (Rupees Thirteen Thousand Two Hundred Only) per month for a period of Eleven months from 01-09-2021. She should submit all the original certificates at the time of her joining duty. She should report to the Principal, CBIT. She is not eligible for any other allowances.

The Management reserves the right to terminate the Contractual Service of Mrs. S. Tejomayi at any time by giving one-month notice or one month pay in lieu thereof. Mrs. S. Tejomayi also has got the right to leave the service of the Institute by giving one-month notice or one month pay in lieu thereof.

She will abide by the Rules and Policies of CBIT now in force and as amended from time to time



N. Subash
President, CBIT

To
Mrs. S. Tejomayi,
Film Nagar,
Hyderabad.

Copy to the personal file.

4.Counselling

Woman counselor on the campus to address the needs of the students

**Chaitanya Bharathi Institute of Technology**TM (Autonomous)
(Regd. No. 855/2009)
(Affiliated to D.U; All U.G and 5 P.G. Programmes (Civil, CSE, ECE, Mech. & EEE) Accredited by NBA; Accredited by NAAC (UGC) with 'A' Grade
Chaitanya Bharathi P.O., CBIT Campus, Gandipet, Kokapet (V),
Gandipet Mandal, Ranga Reddy District, Hyderabad - 500 075, Telangana
e-mail : principal@cbit.ac.in; Website: www.cbit.ac.in ☎ : 040 - 24193276, 277, 280, Fax: 040 - 24193278

ISO Certified 9001 : 2015
Certificate No. : Q9165414180


No. CBIT/ 105 / HR /2019 Date: 11-03-2019

APPOINTMENT LETTER

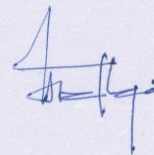
To
Mrs. B.Vijaya Lakshmi
D/o. Late Mr.P.A.Swamy
F.No: 210, Classic Apartment, Rd. No:1,
CZECH colony, Sanathnagar,
Hyderabad - 500 018.

With reference to Your Application Dated 05-03-2019, and the subsequent Interview you had with us, we are pleased to inform you that we have decided to offer you an Opportunity to work with the Institution on CONTRACT SERVICE as **STUDENT CONSELLOR** on the following terms and conditions:

1. You will report for Duty on or before 11-03-2019, and sign the **Service Contract of the Institution.**
2. You will be paid a Consolidated Salary of **Rs.50,000/-** Per Month by the Institution.
3. Your Services shall be liable to be transferred to any Section / Department / Office / Establishment, forming Part of the Institution and also to any other Sister / Associated Concern / Establishment without any extra Remuneration and you will abide by the Service Conditions, Rules and Regulations of that Concern / Establishment.
4. This Service Contract would be valid for a Period of **12 Months**, commencing from the Date of joining after accepting the Offer and Signing the Contract and will end on the expiry of **12 Months** i.e. upto **10-03-2020** provided the same has not been extended. During the Contract Period either Party can terminate the Agreement by giving Notice of **ONE Month.**
5. You shall not engage in any other Activity or Employment as detailed in the Service Contract. during the Period of your tenure.
6. The Institution has the right to lay You off from your Service for any reason it could not provide you the Work and you are not entitled to any compensation.
7. You will be governed by the Conditions of Service and Rules and Regulations of the Institution that are in operation and those that may be brought into force from time to time, at the sole discretion of the Management.
8. You shall diligently and faithfully perform and carry out the Instructions and Duties that may be entrusted to you at the Sole discretion of the Management in any Department or Section or Place from time to time.


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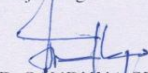
9. It is your Duty to keep the Institution informed immediately of any change in the Residential Address, Mobile Number, Email ID etc.
10. If it is found at any time that the information given by you in the Application / Bio-Data is found to be false or incorrect or suppressed, the Services shall be liable to be terminated without any Notice and there shall not be any Employer and Employee relation between You and the Institution.
11. During the Contract Period, you shall devote your whole time towards the work of Institution with a high Standard of Discipline, Initiative, Efficiency and Economy. In the matter of Conduct, Discipline and other aspects of the Employment, the same will be governed by the Rules and Regulation of CBIT in existence at present or may be framed by CBIT from time to time.
12. This is solely a Contractual Employment Offer by CBIT to you, to work for a Period of **12 Months**. At no time during the Period of the Contract, you will claim the Status of a Permanent / Regular Employee and will not be entitled to any such benefits as a Permanent Employee.
13. On joining, you will be required to sign a formal Service Contract that details the terms and conditions of the Services.
14. On joining, whenever you apply for the job in other Organizations, you must endorse one Copy to **CBIT** and must seek "No Objection Certificate" before appearing for the interview. In case of getting selected without complying accordingly, **CBIT** reserves the full right not to relieve and you may have to pay consolidated **ONE Month** remuneration to **CBIT**.
15. At the time of joining You will report to, **The Principal, CBIT** and subsequently to the designated Authorities, and You would be required to bring in the Original Certificates and Testimonials and submit one set of Photocopies, duly attested, of the following Documents.
 - a) Birth Certificate or equivalent proof of your Date of Birth (**COPY**).
 - b) Certificates relating to your Educational Qualifications as well as Marks Sheet of Graduate and Postgraduate Degrees (**ORIGINALS**).
 - c) Experience Certificate (s). (**COPY**).
 - d) Last Pay Certificate / Proof of the last Salary drawn (**COPY**).
 - e) Two Color Passport Size Photographs (**ORIGINALS**).
 - f) Residence Proof (**COPY**).
16. In case your performance on the Job is not satisfactory to the Management, the Institution reserves the right to act as per Law.
17. You shall give a minimum of **ONE Month** Notice if you decide to leave the Service before completion of the Contract Period.



18. Institution Reserves the Right to recover and prosecute as per Law for all losses if any incurred due to your negligence of Duty during the Period of Contract.

19. If you accept this Offer, you shall submit a Signed Copy of this Letter dated 11-03-2019, within 24 Hours and join Duty after signing the Service Contract, failing which this offer will automatically stand withdrawn.

The attached Duplicate Copy of this Letter will be signed by You in token of your acceptance of this Appointment and return the same to the Institute before joining.

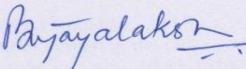

Mrs. D. SANDHYA SREE
PRESIDENT I/c.

To
Mrs. B.Vijaya Lakshmi

Copy to:
(1) H O D. ENGLISH
(2) H R DEPARTMENT / PERSONAL FILE

ACKNOWLEDGEMENT

I, Mrs. B.Vijaya Lakshmi, D/o. (Late) Mr.P.A.Swamy, acknowledge that I have read the terms and conditions of the Service Contract and Appointment Letter of CBIT, and I will abide by the said Terms & Conditions and Service Rules of the Institution.

Signature : 
Name : B. VIJAYA LAKSHMI
Date : 10/4/19.
Place : Hyderabad.

Appointment order of Student Counsellor - Women

5.Common Rooms

Three common waiting halls exist exclusively for girls, one each in K, L and N blocks of the institute buildings The details of which are as follows.

Room No.	Area (m ²)
K-005	181.22
L-110	71.00
N-209	111.35



Common rooms for the girl students



Common rooms at L block



N Block



K Block



N Block

6.Internal Complaints Committee Minutes:

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY (A)
GANDIPET, HYDERABAD

Minutes of Meeting held on 5/11/2019

CBIT- Internal Complaints Committee meeting was held on 5/11/2019 at 12.00 AM in Conference Hall .

Agenda:

1. Complaint received from S.Vanaja
2. Any other items with the permission of the Chair.

Members Present

1. Prof. N. V. KoteswaraRao, Director – Academics, CBIT
2. Prof. Suresh Pabboju Head, Dept. of IT & IQAC Co-ordinator, CBIT
3. Prof. Y. Rama Devi, Prof., Dept. of CSE.
4. Prof. K. Krishnaveni, Director - Students Progression, CBIT
5. Prof. A.Sandhya Reddy,Memeber
6. Dr. C. Srikanth Reddy, Library & Information Centre & Chief warden

Prof. N.V. Koteswara Rao has presided over the meeting in the absentia of Prof. K. Shyamala, Chairperson of CBIT_ICC.

The committee enquired about the incident with S.Vanaja K. Anjaneya Prasad and Srinidhi. Letters were taken from them regarding the incident

The committee resolved

1. To communicate about the issue to the parents and ask them to meet committee.
2. To request ECE Hod to allot different project guides.

(Prof. Y.Ramadevi)
CBIT_ICC

MINUTES OF INTERNAL COMPLAINTS COMMITTEE FIRST MEETING -12th May 2021 at 10.30 am

A meeting is convened on 12th May 2021 at 10.30 am to coordinate the activities of internal Complaints committee

The meeting started with a welcome note by the Convener .

The Chairperson of the committee Professor K. Krishnaveni and other members of the committee were introduced and welcomed

The composition of the internal Complaints committee is

- 1.Prof.K. Krishnaveni Chairperson
- 2.Dr.T. Ratna Reddy Associate Professor Dept of Mech Engineering
- 3.Sri. K. Sudarshan Reddy Assistant Professor, Dept of ECE
- 4.Smt A. Sangeetha, Assistant Professor, Dept of CSE
- 5.Sri.I. Balakrishna, Assistant Professor, Dept of Chemical engineering
6. Dr.A. Vijayalakshmi, Assistant Professor, Dept of Biotechnology
7. M.B. Annie Violet, Head, HR
- 8.Sri.M. Shiva Reddy Liaison officer
- 9.Smt.Vasantha Laxmi, Lab Assistant, Dept of Civil engineering
10. Prof.K. Laxmi Head Department of Chemistry convener
- 11.Chaitanya student representative UG
12. Sai Kiran student representative UG
13. Ms.Manasa student representative PG

The Chairperson of the committee Professor K.Krishnaveni addressed all the members

Madam briefly discussed about the ongoing activities of the committee and some of them are as follows

- to act as enquiry authority on a complaint of sexual harassment
- To ensure that the victims and witnesses are not victimized or discriminated because of their complaint
- to take proactive measures towards sensitization of staff, students, faculty members of CBIT on Gender issues

- to discharge any other functions as per the act

Madam also highlighted when to act, how to act and who is supposed to act

Madam explained that one of major responsibility of the committee is to handle the situation when any complaint of sexual harassment is received and what action can be taken against the offender.

As per Annie Violet Madam the main role of the internal Complaints committee is to protect women at the workplace and it is decided to create a mail ID which will provide the facility to post the Complaints.












3. Based on this it is resolved by the Chairperson to share all the roles and responsibilities of the committee among all the members

4. The tenure of the members in the committee will continue till further orders

5. It is decided by the Chairperson that the meeting will be conducted monthly once preferably in the second week

The meeting ended with a vote of Thanks

Internal Complaints Committee Members, CBIT

Sno	Name	Signature
1	Prof. K. Shyamala	 (K. Shyamala)
2	Prof. N.V Koteswara Rao	
3	Prof. Suresh Pabboju	
4	Prof. Y. Rama Devi	 (Y. Rama Devi)
5	Prof. K. Krishnaveni	
6	Dr. A. Sandhya Reddy	
7	Dr. B.V. S. Rao	
8	Dr. D. Jaya Sree	
9	Ms. Anne Violet	
10	Dr. C. Srikanth Reddy	
11	Mrs. Vasepally Pratyusha Reddy	

7.Audit Certificate



Audit Certificate