



# ALPHONSA COLLEGE, PALA

Reaccredited to A Grade by NAAC in the

4th Cycle of Accreditation (CGPA 3.24)

Affiliated to Mahatma Gandhi University, Kottayam



## 7.1.1

**Safety and Security Measures for the College Community, with a Special Emphasis on Women**

## SAFETY AND SECURITY MEASURES

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## **SAFETY AND SECURITY MEASURES FOR THE COLLEGE COMMUNITY, WITH A SPECIAL EMPHASIS ON WOMEN**

Alphonsa College, Pala employs meticulous strategies to ensure safety and security of its women in campus. The college fosters a culture of supportive atmosphere conducive for the flourishing of their talents and skills. The college's determined commitment to women's well-being is reflected in its multifaceted approach, encompassing a range of initiatives that address both physical and emotional safety. This multifaceted approach, ranges from tailored infrastructure enhancements to initiatives fostering peer and faculty bonds, dedicated counselling services, and effective security mechanisms. The college prioritize physical safety of female students by the provisions of CCTV surveillance, full time security guard, women's hostel, open gymnasium, sanitary napkin vending machine, and rest room facilities for students and staff. A strong sense of community is nurtured through support groups, mentoring programs, and interactive sessions, ensuring that women feel connected and supported. Counselling and support services, provided by dedicated female counsellors and mentors, attend to the emotional well-being of the students. The college's grievance redressal system and Women's Grievance Cell guarantee a fair resolution process for any concerns. Upholding privacy and dignity, Alphonsa College establishes a culture of respect, empowering female students to pursue their academic goals with confidence and peace of mind.



## 1. Women's Hostels

The presence of on campus residential facility for out-of-town students serves as evidence of the institution's commitment to creating a safe and secure environment for young women. Alphonsa College has four hostels managed by sisters. They accommodate students on a four-sharing basis within contemporary buildings equipped with excellent facilities. The open-minded and nurturing atmosphere fosters a sense of home away from home.



Alphonsa Hostel



Adoration Hostel



SH Hostel



Carmalaram Hostel

## 2. Strategically Placed Security Cameras

As a crucial component of security measures, Alphonsa College Pala has implemented an extensive network of CCTV cameras, strategically covering the boundaries, gates, open spaces,



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corridors, and other critical areas. Importantly, the system is designed to safeguard the privacy of teaching-learning and social spaces.



Security cameras and flood lights at the entrance





Monitoring unit at Principal's office

### 3. Security Guard near Entrance

Security staffs are deployed around the clock at the entrance of Alphonsa College campus, to ensure continuous safety and surveillance of the college campus. The well-trained guards on a 24-hour rostering vigilantly monitor the campus. Access to the college premises is regulated through restricted entry points, ensuring that only authorized individuals can enter, further enhancing the safety measures in the campus.



Security persons have been assigned to closely monitor the safety of women on the campus

#### 4. Compound Walls

The Alphonsa College campus is protected by the encircling wall, which acts as a barrier. Standing tall and strong, it emphasizes safety and defines the college's area.





Surrounding walls

## 5. Pink Patrol in front of the College

The college has been facilitated with pink police patrol in front of the main gate. Lady police officers assure the safety of students. They also ensure the road safety of students and make sure that traffic regulations near the college are strictly followed by the public.

## SPECIFIC FACILITIES PROVIDED FOR WOMEN

### 1. Santhwana Counselling Centre

The college places significant emphasis on the counselling for students. Many of the students are first-generation learners with diverse socio-economic and educational backgrounds, varying ethnicities, religious affiliations, or differing abilities. Counselling offers timely support to students dealing with emotional, behavioural, academic, social, or other adjustment concerns, contributing to their overall well-being. To facilitate this, the college has established a Counselling Centre on the campus. Professional and experienced counsellors are available at the centre on all week days to provide counselling for students. They are also accessible on call whenever needed. The counsellors play a crucial role in assisting students in overcoming examination-related anxieties, stress, and personal or social problems.



Counselling room on campus



## 2. Sanitary Pad Vending Machines

In an effort to raise awareness about menstrual hygiene and facilitate convenient and affordable availability of sanitary napkins, a vending machine for sanitary napkins have been installed at the college. Students could easily obtain sanitary napkins in exchange for five-rupee coins near their washrooms.

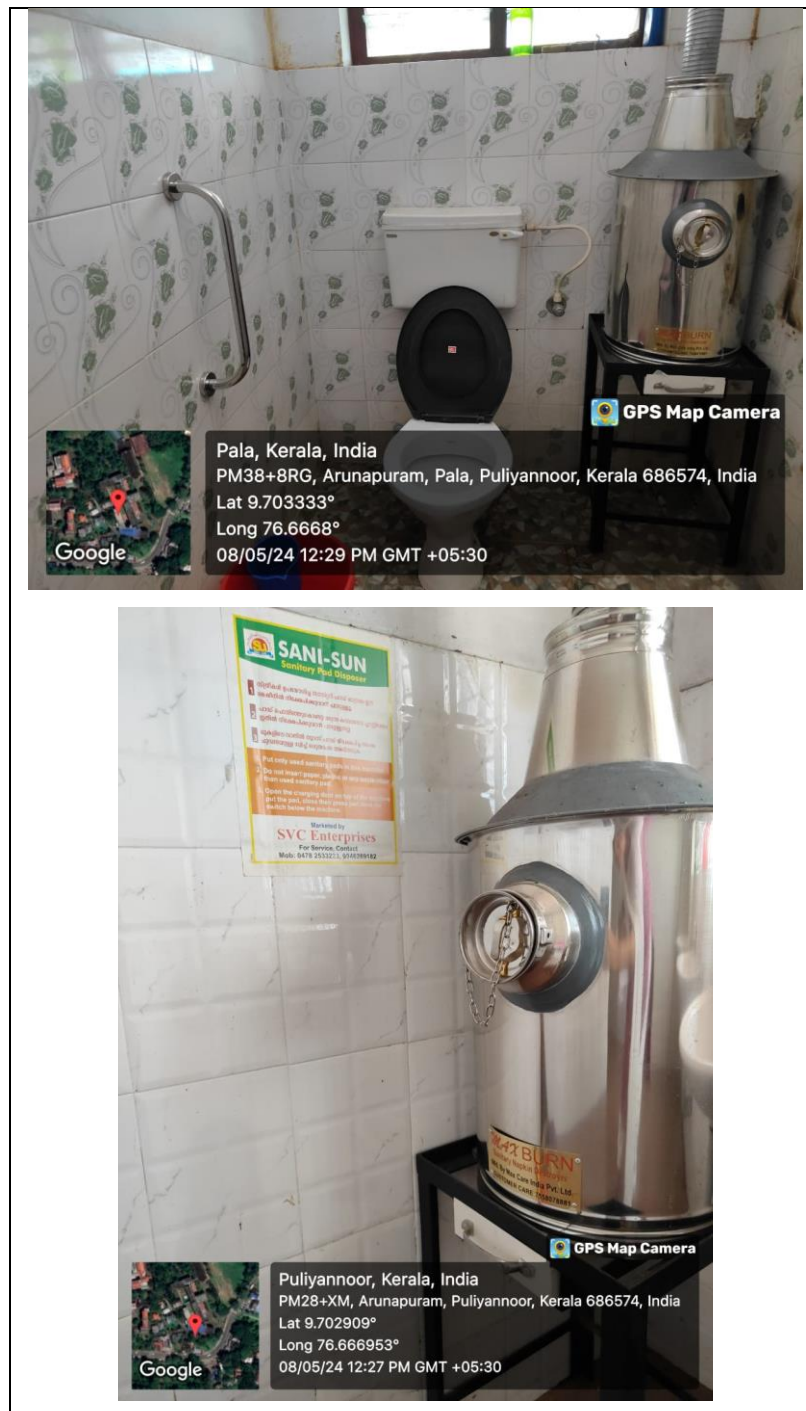


Napkin vending machine installed in the women's lavatory

## 3. Sanitary Napkin Incinerator

Alphonsa College is equipped with sanitary napkin incinerators within specific washrooms on each building. They ensure proper and eco-friendly disposal of sanitary napkins inside the campus.



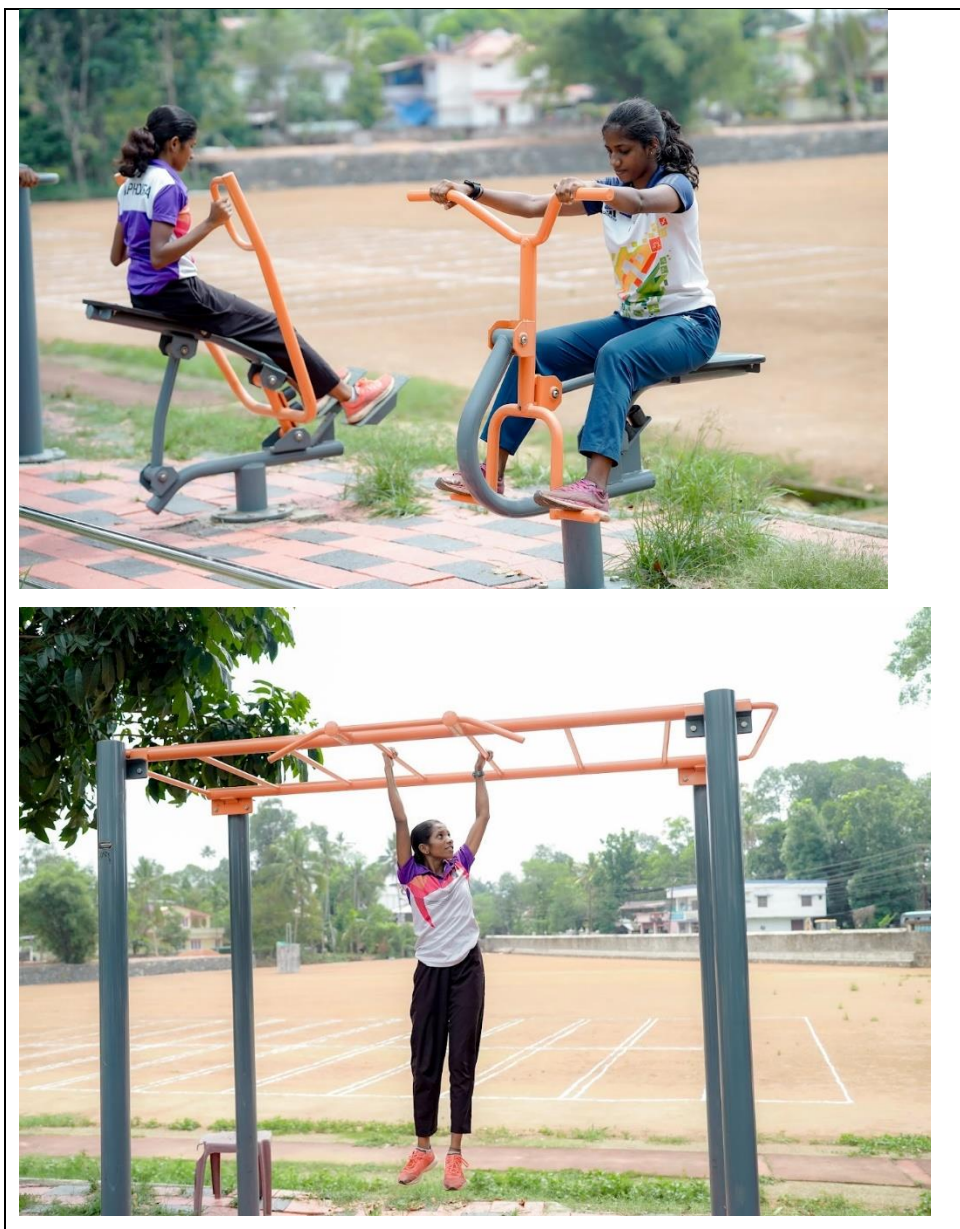


Sanitary napkin incinerators

#### 4. Open Gymnasium

Alphonsa College provides an Open Gymnasium for students, which ensures the physical and mental well-being of students. It also helps them to relieve stress and improve their social skills.

<https://alphonsacollege.in/sports-facilities/>



Open gymnasium for students

### 5. Alphonsien Fitness Center Gymnasium

The physical fitness centre of the college ensures physical fitness of students. The Fitness Center offers a range of amenities, programs, and services to meet the needs of the students. A variety of exercise equipments, including cardio machines (treadmills, ellipticals, stationary bikes), strength training machines, free weights, and functional training equipment are offered.



Alphonsien fitness center Gymnasium



## 6. Crèche

Creche facility is available in the college. It provides a safe and secure environment for children whose either parent is working or studying in the college.



Creche facility of the college

## 7. Students' Restrooms

Alphonsa college has dedicated restrooms for students ensuring a safe and comfortable space that meets their specific needs and illness.



Restroom for students in the campus

### 8. Teachers' Restrooms

The college also has dedicated restrooms for teachers ensuring a safe and comfortable space that meets their specific needs and illness.




Restroom for teachers in the campus

### 9. Maternity Leave for Students and Teachers

Alphonsa College adheres to the regulations set forth by Mahatma Gandhi University and acknowledges the significance of supporting its students and teachers during their pivotal life moments. In alignment with these regulations, the college provides maternity leave to ensure that its students and teachers have the necessary support and flexibility during this crucial period, emphasizing the commitment to the overall well-being of its academic community.

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<p> <b>MAHATMA GANDHI UNIVERSITY, KERALA</b></p> <p><b>Abstract</b> UG/PG/Integrated/Professional programmes - Maternity leave to women students - Recommendations of the Commission - Approved -Orders Issued.</p> <p><b>ACADEMIC A 1 SECTION</b> No. 490/AC A 1/2023/MGU Priyadarsini Hills, Dated: 16.01.2023</p> <p>Read:-1.D.O. Letter No. 21-116/2021(CPP-II) dtd. 14.12.2021 received from the Secretary, U.G.C. 2.U.O. No.11556/AC A1/2022 Dtd 14.11.2022 3.Item No. O.A 21/22.09/179787/AC A1/2/2022 of the Minutes of the Meeting of the Syndicate held on 23.12.2022</p> <p><b>ORDER</b></p> <p>The UGC included a provision in the UGC (Minimum Standards and Procedure for the award of M.Phil/Ph.D Degrees) Regulations, 2016 that "the women candidate may be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil /Ph.D for up to 240 days". In addition to the above, the UGC vide the letter read as paper (1) above, instructed all the Higher Education Institutions to frame appropriate rules/norms with regard to granting Maternity Leave to the women students enrolled in their respective institution/affiliated colleges and also provide all relaxations/exemptions relating to attendance, extension in date for submitting examination forms or any other facility deemed necessary for women students pursuing Under Graduate and Post Graduate programmes.</p> <p>The University considered the matter and vide the U O read as paper 2 above, constituted a committee to study the matter and report. After detailed study, the Committee submitted the report with the following recommendations and suggestions which can be made applicable to students admitted to UG/PG/Integrated/Professional (non technical) programmes of all affiliated Colleges/Statutory Teaching Departments/ Centres of Mahatma Gandhi University.</p> <ol style="list-style-type: none"><li>1.Expectant / New Mother students (above 18 years of age) can avail leave for a period not exceeding 60 days (2 months) for pre- natal and post natal periods (including holidays and public holidays).</li><li>2.Pregnant students who undergo medical termination, miscarriage, late-term abortion, termination of pregnancy or tubectomy operation shall be eligible for 14 days of leave.</li><li>3.The leave period shall be granted only for the first or second pregnancy of the student</li><li>4.Pregnant students can avail pre- natal and post- natal leave of 60 days only once in the entire</li></ol>	<p>duration of the programme.</p> <ol style="list-style-type: none"><li>5. Maternity leave can be granted by the Principal / Centre Head/ Director of the Deptt. only on production of medical certificate duly certified by a registered Medical Practitioner</li><li>6.No other leave can be clubbed with the Maternity leave</li><li>7. Pregnant student/ new Mother student shall apply for leave on prior notice of 3 to 10 days from the date of maternity leave she intends to avail.</li><li>8. In the event of the Maternity Leave falling in the middle of the current semester she shall be permitted to register for that semester examination and be permitted to write the exam as a supplementary candidate in the succeeding semester exam. with regular students. Her case shall be treated as that of a candidate who is absent for an exam.</li><li>9. She shall be permitted to register for the 5th supplementary exam of UG courses and 3rd supplementary of PG Courses as and when it is applicable</li><li>10. After the expiry of maternity leave she shall be eligible to rejoin the course along with the same batch in the ongoing semester of her batch</li><li>11. In the case of practical/ lab/ Viva exams it is the duty of the HEI /Dept.Schools/Study Centers to make necessary arrangements for the smooth conducting of the same for students who avail the maternity leave</li><li>12.Under no circumstance, request for the extension of maternity leave beyond 60 days will be entertained and the absence beyond the period of maternity leave shall be counted as absence.</li><li>13. The above recommendations must be included and implemented in the UG/PG syllabus / regulations .</li></ol> <p>The Syndicate at its meeting held on 23.12.2022 considered the matter and vide minutes item read as paper (3) above , resolved to approve and implement the above recommendations.</p> <p>Orders are issued accordingly.</p> <p style="text-align: right;">SREEKUMAR T ASSISTANT REGISTRAR I (ACADEMIC) For REGISTRAR</p> <p>Copy To</p> <ol style="list-style-type: none"><li>1.Affiliated Colleges</li><li>2.Statutory Teaching Departments/Centres</li><li>3.PS to VC/PVC</li></ol>
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## 10. Menstruation Leave

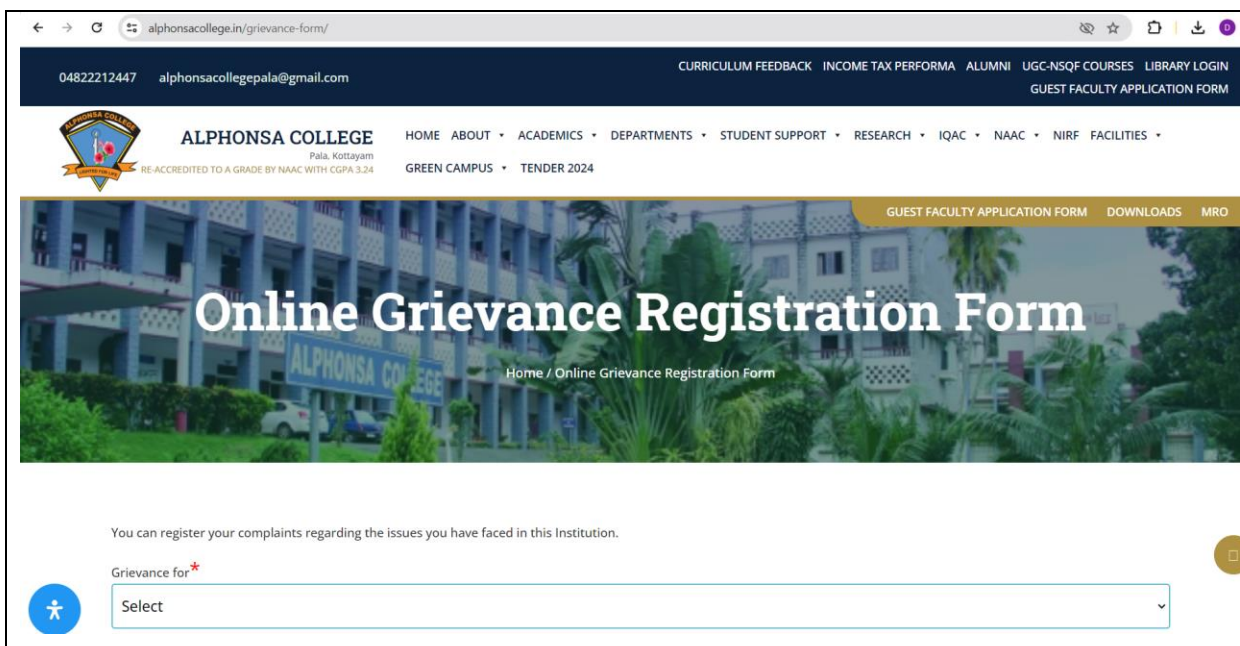
The College adheres to the regulations set forth by Mahatma Gandhi University regarding 'Special Leave for Girl Students' during menstrual period and acknowledges the significance of supporting its students. Female students are provided 2% additional condonation of shortage of attendance in each semester under "menstruation benefits" and the allotment of internal marks to students proportionate to attendance is provided based on the university regulations regarding the same.



[illegible]

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<https://alphonsacollege.in/grievance-form/>



The screenshot shows the web interface for the Online Grievance Registration Form at Alphonsa College. The page features a header with the college's name, contact information, and a navigation menu. The main content area has a large banner with the title "Online Grievance Registration Form" and a sub-header "Home / Online Grievance Registration Form". Below the banner, there is a text prompt: "You can register your complaints regarding the issues you have faced in this Institution." followed by a form field labeled "Grievance for\*" with a dropdown menu currently set to "Select".

### 13. Self Defence Training Sessions

Alphonsa College provides self-defence training for students in order to empower them with essential life skills. The sessions, led by professional and experienced instructors help students to gain practical self-defence skills while feeling empowered. These self-defence classes not only prioritise students' physical safety, but also help to foster a campus culture that celebrates women's empowerment and resilience.



#### 14. Driving Class

The driving classes offered by the college provides comprehensive training in safe driving practices, road rules, and vehicle operation. Classroom instruction, simulation exercises on driving simulators to replicate real-world driving scenarios and practice hazard perception and risk management skills in a safe environment; behind-the-wheel training sessions with certified driving instructors to provide hands-on practice in vehicle operation, etc. are provided. The classes prepare students for the written and practical components of the driver's license examination, facilitating their successful attainment of a driver's license.



A glimpse of classroom instruction





Students who have successfully passed the driving test and obtained license

### 15. Internal Complaints Committee

The Internal Complaints Committee of Alphonsa College aims at sensitizing the students and staff to work diligently to prevent sexual harassment in the College. The college is committed to provide a safe and conducive academic and work environment to students and its employees and is extremely alert to matters pertaining to any kind of harassments and gender sensitivity.

<https://alphonsacollege.in/clubs-and-cells/#accordion-7>

### 16. Anti-Harassment Cell

Anti-Sexual Harassment Cell of Alphonsa College provide a healthy and congenial atmosphere for the staff and students of the college. The cell has well-developed guidelines and norms for a policy to uphold zero tolerance towards sexual harassment. The cell promotes measures aimed at achieving gender equality, removal of gender bias or discrimination, sexual harassment, and other acts of gender-based violence by organising awareness programmes and campaigns for the benefit of all members of the college.

<https://alphonsacollege.in/clubs-and-cells/#accordion-8>

### 17. Anti Ragging Squard and Monitoring Cell

In accordance with the “UGC Regulations on curbing the menace of ragging in Higher Educational Institutions, 2009”, the College has constituted an Anti-Ragging Committee to keep a continuous watch over ragging so that its occurrence is prevented. The Committee aims to maintain healthy and conducive inter personal relationships among the students of the college. The names and contact details of the members of the Committee are displayed in the college website and are also circulated in students’ WhatsApp groups. This ensures that the students can easily reach out to the respective members when they require assistance. Any student who wants to report an incident of ragging has an option to reach the Committee members or drop in their complaints in the designated complaint box.

<https://alphonsacollege.in/clubs-and-cells/#accordion-5>

<https://alphonsacollege.in/clubs-and-cells/#accordion-4>

### 18. Sports Training Facilities

Alphonsa College offers specialized sports training facilities designed to cater the diverse interests and needs of its students. The institution goes above and beyond to ensure a well-rounded sports curriculum, with a particular focus on powerlifting, swimming, basketball, volleyball, and badminton. The College’s commitment to promoting a diverse and inclusive sports environment is exemplified through these specialized training facilities, fostering a culture of athleticism and empowerment among its students.

<https://alphonsacollege.in/sports-facilities/>







## 19. Complaint Box

The installation of complaint boxes in various parts of the College provides students and staff with a confidential avenue to voice concerns and submit grievances and suggestions for improving the college's academics and administration. It ensures a proactive approach to address issues and enhances the overall campus experience.



Complaint box installed in the corridor

## 20. Alphonsien Institute of Beauty Wellness Centre

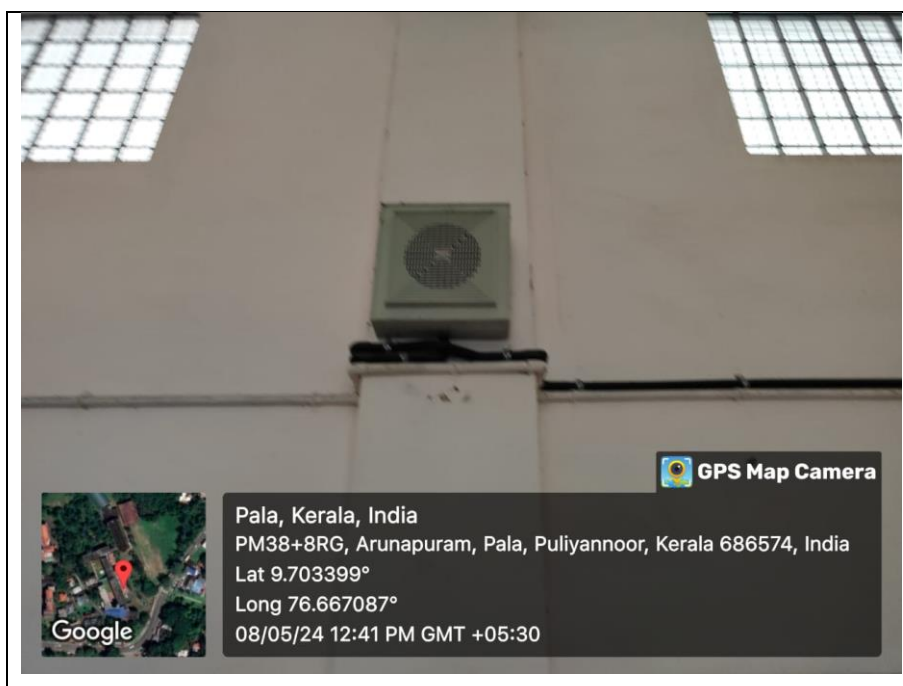
As a part of the 'Certificate Course on Beauty and Wellness' aligned with the Beauty and Wellness Sector Skill Council of NSQF scheme by UGC, Alphonsa College has a Beauty and Wellness Lab for students. The lab, which is furnished with the newest equipment and supplies, provides practical education in hair, skincare, and personal grooming. Students can experiment with various methods, learn about the science underlying beauty products, and acquire critical skills for the wellness and beauty industries.



Beauty and Wellness Lab

## 21. Emergency Voice Announcements

Alphonsa College is equipped with advanced emergency voice announcement system, ensuring swift and effective communication during critical situations. This system plays a pivotal role in maintaining the safety and well-being of the campus community by providing clear instructions and guidance in times of emergencies.



All classrooms and corridors are equipped with public address systems for emergency voice announcements and evacuation.

## 22. Gender Justice forum

In pursuance of Kerala Government Order No. 973/2021/HEdn dated 29-07-2021, Gender Justice Forum is constituted at Alphonsa College to make the students aware of gender equality and the vices such as dowry and abuse of women both physically and mentally. The forum at the college envisages the creation of a healthy atmosphere where no gender discrimination is tolerated and fostered in any form or manner. The forum is determined to oversee such activities on campus and resort to measures for minimising them.

<https://alphonsacollege.in/clubs-and-cells/#accordion-20>



### 23. Grievance Redressal Cell

The Grievance Redressal Cell of Alphonsa College Pala ensures to address students and parents' grievances in a fair and unbiased manner. The Cell has a pivotal role in maintaining a conducive and unprejudiced educational environment where the complaints are redressed.

<https://alphonsacollege.in/clubs-and-cells/#accordion-2>

### 24. Alphonsian Infirmary Service

The Alphonsian Infirmary Service at Alphonsa College provides first aid and primary health check-ups for students. Supervised by BVoc Sports Nutrition and Physiotherapy experts, it ensures timely medical assistance and wellness monitoring. This initiative promotes student health and well-being, fostering a conducive learning environment.

