



SESHADRIPURAM EDUCATIONAL TRUST
SESHADRIPURAM INSTITUTE OF COMMERCE AND MANAGEMENT
(Affiliated to Bengaluru City University) NAAC ACCREDITED 'B' GRADE
ISO 9001:2015 CERTIFIED
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Other Backward Classes (OBC) Cell

Policy Document

Introduction

The College's OBC Cell is established to promote the welfare and advancement of Other Backward Classes (OBC) in accordance with the applicable laws and regulations. In compliance with the University Grants Commission's XI plan rules, a dedicated cell to monitor the activities of the institution's Other Backward Class students and employees was formed on December 10, 2022. All students who are a part of the community should feel secure and respected. The College is committed to create a setting that values diversity and respects people of all races, religions, castes, and traditions.

This policy outlines the objectives, functions, and guidelines for the OBC Cell's operation.

Objectives

1. To facilitate the admission and academic support of OBC students.

2. To create awareness and provide information about government policies, scholarships, and opportunities available to OBC students.
3. To address grievances and concerns of OBC students and ensure a conducive learning environment.
4. To promote diversity, inclusivity, and equal opportunities within the campus.

Responsibilities:

1. Admission Support:

- Assist OBC students in the admission process.
- Disseminate information about reserved seats, quotas, and eligibility criteria.
- Provide guidance on scholarship applications and financial aid.

2. Organize Awareness sessions:

- Organize workshops, seminars, and awareness campaigns on OBC issues in association with Study Centers.
- Provide information on government policies, scholarships, and schemes for OBC students.

3. Grievance Redressal:

- Ensure prompt resolution of grievances related to discrimination, harassment, or any other concerns.

4. Reporting:

- Preparation of reports and Meeting Minutes as required by regulatory authorities.

Guidelines:

1. The OBC Cell shall consist of a coordinator and members appointed by the Principal.
2. The OBC Cell shall conduct regular meetings to review its activities and plan future initiatives.
3. Meetings may be held quarterly or as necessary.
4. All information related to OBC students, their grievances, and personal details shall be kept confidential.

Compliance:

The OBC Cell shall operate in compliance with all applicable laws and regulations related to OBC reservations and welfare.

Review and Amendments:

This policy shall be reviewed accordingly or as necessary to ensure its effectiveness. Amendments may be made to reflect changing circumstances or regulations.

Working Mechanism:

1. The essential information about the provisions / privileges is provided to all the students in the orientations to the First year students.
2. The Cell in charge passes the information regarding all the eligible scholarships to all the students through circulars/notice boards and announcements through Public address system.
3. The guidance is provided to the students to apply for scholarship in SSP/NSP Portals.
4. The Maker (from admin wing) of scholarships guides the students in submitting the applications with necessary documents and verification of the documents are done by Checker (admin wing).

5. To be in touch with concerned offices/ departments for communication related to e-authorisation.
6. The scholarship money is remitted directly to the recipients account through DBT.

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IQAC COORDINATOR

[Signature]
**CHAIRMAN
GOVERNING COUNCIL
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