



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN
COLLEGE OF ARTS & COMMERCE**

NAAC Accredited & ISO 21001:2018 Certified



Thakur Ramnarayan Educational Campus, S.V. Road, Dahisar (East), Mumbai - 400 068
Tel: 022 2828 1200 | Fax: 022 2828 1300 | www.trcac.org.in

IQAC QUALITY INITIATIVES (2023-24)

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FACULTY INDUCTION



Thakur Educational Trust's (Regd.)

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E-mail: admin@trcac.org.in • Website: www.trcac.org.in



TRCAC/DC/IQAC/0001/2023-24

Date: 29/05/2023

NOTICE

(DC)

All faculty members of TRCAC are hereby notified that an Induction Program for “**Know Your College**” has been organized by IQAC on Thursday **1st June, 2023**. The Induction Program will be held by various Process owner.

The details of the Induction are as follows:

Day: Thursday

Date: 01-06-2023

Time: 7.00 am – 10.00 am

Venue: Seminar Hall

**Dr. Ravish R. Singh
Principal**



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TRCAC/DC/IQAC/0001/2023-24

Date: 29/05/2023

NOTICE

(DC)

All faculty members of TRCAC are hereby notified that a Motivational Session has been organized by IQAC on Friday 2nd June, 2023. The session will be held by **Sri Chakravarti Das** on "Beauty of Life" and by **RJ Dilip** on "Love You Zindagi" as per below schedule.

The details of the session are as follows:

Day: Friday

Date: 02-06-2023

Time: Session 1 - 7.00 am – 9.00 am

Session 2 – 9.00 am – 11.00 am

Venue: Seminar Hall

**Manish Kumar
Coordinator, IQAC**

**Dr. Ravish R. Singh
Principal**



TRCAC/IP/06/FRM/07

Revision: A

Activity Report

“INDUCTION PROGRAM”

Date: 1th & 2nd June, 2023
Time: 07:00 a.m. to 11:00 a.m.

BACKGROUND

- **Reason/Objective:** The objective was to introduce new Faculty Members regarding the functioning of the college including various departments and committees and make them aware about different committees in which they can be a part of.
- **Conducted under:** The program was conducted by the IQAC.
- **Usefulness:** The program was conducted to make the new Faculty Members familiar with the college campus, college Vision and Mission statement and also the EOMS.
- **Expected Outcome:** The expected outcome of the program was to enable the new Faculty Members familiar with the functioning of the college so that they can be included into the system for better understanding of the working of the college.
- **Expected to increase:** The program aimed at encouraging the new Faculty Members to take up interest in the various committees and excel for the betterment of the college.

BRIEF INTRODUCTION

The Induction Program was conducted by the IQAC to enlighten the new faculty members with the system followed by the Institute and also various process owners imparted knowledge on their respective process to make the new faculty members aware of the Institute.

New faculty members were also briefed about various committees and their role so that they can decide for themselves to opt for the choice of their committee.

New faculty members were also taken on a college tour so that they are aware about the Infrastructure of the Institute.

Activities on Day 1 (01-06-2023):

- Know your college
- Knowing different processes of college

Activities on Day 2 (02-06-2023):

- Beauty of Life
- Love you Zindagi

OBJECTIVES OF ACTIVITY:

- To make the students understand several aspects of business such as costing, pricing, manpower management, etc.
- To encourage and motivate students to pursue entrepreneurship.

DETAILS OF PARTICIPANTS:

Number of faculty members attended	40
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CONDUCT OF THE ACTIVITY

Notice No.: TRCAC/DC/IQAC/0001/2023-2024 was circulated among faculty and students on 29/05/2023.

SUGGESTIONS/COMMENTS

- More such Induction Program should be organised to make the new faculty members aware and comfortable about various processes in the institute.

BEST LIKED PART OF THE ACTIVITY

- Active involvement from the participants.
- Highly engaging new faculty members in the Induction Program.
- Live interaction with the various process owners and various committees head.
- Opportunity to ask questions and get satisfactory responses.

OUTCOME

After the workshop, the participants were able to:

- Understand the importance of having conceptual knowledge , vision, mission and also able to make them aware about the EOMS policy.
- Understand the working of the institute.
- Well aware about the infrastructure of the institute.



R. S. L.
Principal

Internal ISO Audit

TRCAC/MP/07/FRM/01

Revision No.: A

Internal Audit Programme

Internal Audit : 07

Date: 21/11/2023

ISO Clause	ISO 21001 Elements	Department/Section /Process to be Audited								
		Management Functions	Admission	Teaching Learning	Examination	Library	Purchase	Co-curricular, Extra-Curricular and Extension Activities	Placement & Higher Education	Research and Development
4	Context of the Organization									
4.1	Understanding the organization and its context	√								
4.2	Understanding the needs and expectations of interested parties	√								
4.3	Determining the scope of the management system for educational organizations	√								
4.4	Management system for educational organizations (EOMS)	√								
5	Leadership									
5.1	Leadership and Commitment	√								
5.2	Policy	√								
5.3	Organizational roles, responsibilities, and authorities	√								
6	Planning									
6.1	Actions to address risks and opportunities	√	√	√	√	√	√	√	√	√
6.2	Educational organization objectives and planning to achieve them	√	√	√	√	√	√	√	√	√
6.3	Planning of changes									
7	Support									
7.1	Resources	√								
7.2	Competence	√								
7.3	Awareness	√								
7.4	Communication	√	√	√	√	√	√	√	√	√
7.5	Documented information	√	√	√	√	√	√	√	√	√
8	Operation									
8.1	Operational planning and control		√	√	√	√	√	√	√	√
8.2	Requirements for the educational products and services		√	√	√	√	√	√	√	√
8.3	Design and development of the educational products and services			√						

8.4	Control of externally provided processes, products and services						√			
8.5	Delivery of the educational products and services		√	√	√	√	√	√	√	√
8.6	Release of the educational products and services									
8.7	Control of the educational nonconforming outputs		√	√	√	√	√	√	√	√
9	Performance evaluation									
9.1	Monitoring, measurement, analysis and evaluation	√	√	√	√	√	√	√	√	√
9.2	Internal audit	√	√	√	√	√	√	√	√	√
9.3	Management review	√	√	√	√	√	√	√	√	√
10	Improvement									
10.1	Nonconformity and corrective action	√	√	√	√	√	√	√	√	√
10.2	Continual improvement	√	√	√	√	√	√	√	√	√
10.3	Opportunities for improvement	√	√	√	√	√	√	√	√	√

Auditors/Auditees Name, Date and Timing of Audit are given below:

Sr. No.	Auditor's Name	Process/Auditee's Name	Date	Time
1	Mr. Vinit Kumar Dubey, Ms. Ranjani Shukla	Management Process Principal and IQAC Members	30-11-2023	11:00 a.m.- 12:00 p.m.
2	Ms. Sarwari Rangila, Ms. Soni Singh	Admission Process Administrative Staff	30-11-2023	11:00 a.m. - 12:00 p.m
3	Ms. Daksha Chaudhary, Mr. Sumeet Rathod	Teaching Learning Process (DC) All New Faculty Members	30-11-2023	12:00 p.m. -1:00 p.m.
	Ms. Sujata Debnath , Ms. Sandhya Shukla	Teaching Learning Process (JC) All New Faculty Members	30-11-2023	11:00 a.m.- 12:00 p.m.
4	Ms. Sonali Devadiga, Mr. Dhanajay Singh	Examination Process (DC) Examination Committee Members	30-11-2023	1:30 p.m. - 2:30 pm
	Ms. Sayali Pereira, Ms. Ashna Digra	Examination Process (JC) Examination Committee Members	30-11-2023	11.:00 a.m. – 12.00 p.m.
5	Ms. Anushka Joshi , Mr. Prashant Kamble	Library Process Librarian	30-11-2023	1:30 p.m.- 2:30 p.m.
6	Ms. Prachi Singh , Mr. Madhusudhan Valakati	Purchase Process Accounts Staff	30-11-2023	1:30 p.m.- 2:30 p.m.

7	Mr. Rashid Shaikh Ms.Ankita Tiwari	Co-curricular, Extra-Curricular and Extension Activities Process (DC) Co-curricular, Extra-Curricular and Extension Activities Committee Members	30-11-2023	11.00 a.m. - 12:00 p.m.
	Mr. Vishal Sharma , Ms. Asma Khan	Co-curricular, Extra-Curricular and Extension Activities Process (JC) Co-curricular, Extra-Curricular and Extension Activities Committee Members	30-11-2023	1:30 p.m. - 2:30 p.m.
8	Ms. Sumathi Rajkumar, Ms. Nisha Kekan	Placement and Higher Education Process Placement and Higher Education Committee Members	30-11-2023	12.00 p.m – 01:00 p.m.
9	Mr.Vaqar Burbure , Ms.Nikita Singh	Research and Development Research and Development Committee Members	30-11-2023	1:30 p.m.- 2:30 p.m.

Issued By



Principal

TRCAC/MP/07/FRM/03

Revision: A

7th Management Review Meeting Report

01. Date: 11/01/2024

Meeting Venue: Seminar Hall

02. Following Officials Attended the Meeting:

Sr. No.	Name	Designation
1	Dr. Ravish R. Singh	Principal
2	Ms. Prachi Singh	Assistant Professor
3	Mr.Sumeet Rathod	Assistant Professor
4	Ms.Ranjani Shukla	Assistant Professor
5	Ms. Sumathi Rajkumar	Assistant Professor
6	Mr. Rashid Shaikh	Assistant Professor
7	Ms.Vaquar Bubere	Assistant Professor
8	Ms.Daksha Chaudhary	Assistant Professor
9	Ms.Sonali Devadiga	Assistant Professor
10	Ms.Aniushka Joshi	Assistant Professor
11	Ms.Ashita Karkera	Assistant Professor
12	Ms. Prashant Kamble	Assistant Professor
13	Ms.Mahima Yogeewarar	Assistant Professor
14	Ms. Ankita Tiwari	Assistant Professor
15	Ms. Komal Jambhale	Assistant Professor
16	Ms. Smriti Dubey	Assistant Professor
17	Ms. Riddhi Pandya	Assistant Professor

18	Ms. Pooja Gandhi	Assistant Professor
19	Ms. Sonam Singh	Assistant Professor
20	Ms. Ashlesha Gurav	Assistant Professor
21	Ms. Reenu Yadav	Assistant Professor
22	Ms. Priyadarshini Singh	Assistant Professor
23	Mr. Darshan Kantelia	Assistant Professor
24	Ms. Rashmitha Shettigar	Assistant Professor
25	Mr. Arjun Sah	Assistant Professor
26	Ms. Criset Burboz	Assistant Professor
27	Ms. Ayesha Shaikh	Assistant Professor
28	Ms. Pooja Choudhary	Assistant Professor
29	Ms. Prajakta Kadam	Assistant Professor
30	Mr. Omkar Sambhare	Assistant Professor
31	Mr. Virupanagouda	Assistant Professor
32	Ms. Shraddha Singh	Assistant Professor
33	Ms. Krunali Mehta	Assistant Professor
34	Mr. Ronak Maru	Assistant Professor
35	Ms. Neha Sawant	Assistant Professor
36	Mr. Vishal Sharma	Assistant Professor
37	Ms. Sarita Churiasia	Assistant Professor
38	Ms. Nisha Kekan	Assistant Professor

39	Ms. Ruhi Main	Assistant Professor
40	Ms. Vedanti Kulkarni	Assistant Professor
41	Ms. Sangita Yadav	Assistant Professor
42	Mr. Ajay Kumar Gupta	Assistant Professor
43	Ms. Sanjana Pandey	Assistant Professor
44	Ms. Nikita Singh	Assistant Professor
45	Mr. Rishab Mishra	Assistant Professor
46	Ms. Ruchi Mali	Assistant Professor
47	Mr. Yash Sharma	Assistant Professor
48	Ms. Prachi Patade	Assistant Professor
49	Ms.Sarwari Rangila	Assistant Teacher
50	Ms.Sayali Pereira	Assistant Teacher
51	Ms. Sujata Debnath	Assistant Teacher
52	Ms.Vinitkumar Dubey	Assistant Teacher
53	Ms.Aashna Digra	Assistant Teacher
54	Ms.Soni Singh	Assistant Teacher
55	Mr. Dhananjay Singh	Assistant Teacher
56	Ms. Sandhya Shukla	Assistant Teacher
57	Mr.MadhusudhanValakati	Assistant Teacher
58	Ms. Aanchal Singh	Assistant Teacher
59	Ms. Asma Khan	Assistant Teacher

60	Ms. Venissa Koli	Assistant Teacher
61	Ms. Purnima Padhye	Assistant Teacher
62	Ms. Sharmila Saroj	Assistant Teacher
63	Ms. Sushma Shukla	Assistant Teacher
64	Ms. Binita Kumari Jha	Librarian
65	Mr. Rupesh Daur	Jr. Clerk
66	Ms. Tejaswini Karande	Jr. Clerk
67	Ms. Selvina Pegado	Jr. Clerk
68	Mr. Tushar Shinde	Jr. Clerk

03. Status of actions from previous management reviews: 6th Management Review meeting was conducted on 08th April 2023. No Mnc, mnc or ofi were detected in the 6th Internal Audit; therefore, no cases were found pending from the previous MRM.

04. Changes in external and internal issues that are relevant to the EOMS:

The Educational Organizations Management System of TRCAC was reviewed and found adequately documented to meet the requirements of ISO 21001:2018 International Standard. No changes were suggested in external and internal issues relevant to the EOMS

05. Learner and other beneficiary satisfaction and feedback related to learner and other beneficiary requirements.

Student feedback about faculty members was taken for the period June 2023 to November 2023. The attainment of 75% student satisfaction is mandatory for at least 80% of the total faculty members as per Educational Organizational Objectives. Following are the programme wise details of Degree College:

Programmes	Percentage of faculty members achieving 75% student satisfaction level
B.M.S.	79.16%
B.A.M.M.C.	82%

B.A.	85%
B.A.F.	78.5%
B.Com.	74.5%
B.Sc I.T.	77%
B.Sc C.S.	82.66%

Guidance was provided to the faculty members achieving less than 75% of satisfaction level by the program coordinators of the respective departments.

Student Feedback about faculty members was taken for the period June 2023 to November 2023 Following are the stream-wise details of Junior College:

Stream	Percentage of faculty members achieving 75% student satisfaction level
Arts	78.85%
Commerce	74.45%

The faculty feedback about the institute was taken, where the number of respondents were 33 out of 63 and level of satisfaction was found to be more than 75%.

06. The extent to which objectives have been met.

The educational organization objectives were discussed in detail. Accordingly, following were the process wise observations:

Process	Measuring Indicators Derived from Educational Organisation Objectives	Observations
Admission	By ensuring zero error in admission process	No error was identified in the audit.
Teaching Learning	By ensuring that 80% of faculty attain more than 75% level of students' satisfaction	The full-time faculty members of degree college achieved the desired level of satisfaction, in the First half of academic year 2023-24.
Examination	By ensuring zero malpractices and zero lapses in the examination process	Zero lapses were found in the examination process with respect to the April and May 2023 examinations.

Library	By ensuring purchase of books, e-resources, online journals in one month from date of requisition	There were purchases made of books and other library resources according to the requisitions submitted.
Purchase	By ensuring that the material procurement process is completed before commencement of the semester	Required materials were procured before the commencement of the semester.
CEEP	By organising at least two social events in each academic year	<p>Following activities conducted in the second half of academic year 2023-24</p> <p>Extension Activities (N.S.S)</p> <ul style="list-style-type: none"> ● Hum hai na (Oldage home) ● Bal Gurukul - 1 ● Tree Plantation & Live recycling ● Voter ID Making ● Sakal Camp ● Polio Drops Drive ● Aashayein (Stationary kit Distribution) ● Clothes giving ● Meri Mati Mera Desh Rally <p>Extracurricular Activities</p> <ul style="list-style-type: none"> ● Soft skills workshop ● Solasta ● Raas Malhar <p>Co-curricular Activities</p> <ul style="list-style-type: none"> ● Elocution Competition ● Debate Competition ● Visit to Vidhanbhavan ● Museum on Wheels ● Industrial Visit ● Trip to Elephanta Caves ● RBI visit

<p>Placement and Higher Education</p>	<p>By ensuring that at least 30% of eligible students opting for the placement get placed in jobs</p>	<p>Following details of placement and internships were presented: Placement: 43 students in 17 companies</p> <ul style="list-style-type: none"> ● A plus Enterprise Pvt Ltd 1 student ● "Amouve (Internshala) 1 student ● CloudZest 1 student ● Durian Industries Pvt. Ltd. 1 student ● First Source Solutions Ltd. 1 student ● Greekssoft Technologies Pvt. Ltd.2 student ● Integreon 2 students ● JM Financial Products Limited 6 students ● KIME Career LLP 11 students ● Kotak Mahindra Bank 1 ● Kotak Mahindra Life Insurance 1 student ● Phone Pe 10 students ● Raise Financial Services 1 student. ● Stars & Stripes 1 student ● Tekno Point 1 student. ● VND Wealth Pvt. Ltd. 1 student ● WEBAPPS SOFTWARE SOLUTIONS 1 student (Internshala) <p>Internships: (149 students in 21 companies)</p> <ul style="list-style-type: none"> ● Internshala- 42 students ● Big shot Reality - 20 students ● Hookfish- 2 students ● Mobavenue- 3 students ● Lakshmisbree Investment and securities 32 students ● Universal Education -1 student ● Raise Financial services -1 student. ● Fundsroom- 3 students ● Dhansphere- 4 students ● Acme Services - 4 students ● Vision integrated services ventures Pvt Ltd - 2 students. ● Cloudzest- 9 students
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		<ul style="list-style-type: none"> ● JRC & Co-2 students ● Happy Mango- 2 students ● Pantaloons - 5 students ● Probus Insurance broker Pvt Ltd - 2 students ● Snail Consulting Pvt Ltd - 5 students ● Noesis capital advisor -1 student ● Oberoi Reality -1 student ● Estrange Aurora - 6 students. ● GBH headset - 1
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07. Process performance and conformity of products and service

All processes were reviewed and found to be conforming to the measuring indicators derived from educational organisation objectives & no changes were suggested.

08. Non-conformities and corrective actions

All processes were reviewed in internal audit and MRM and no corrective actions were needed.

09. Monitoring and measurement results

Feedback about faculty members was analysed. Also, the syllabus coverage report from June 2023 to

Oct 2023 was analysed and discussed.

10. Audit results

Following observations were noted in the audit conducted:

mnc received: 00

Mnc received: 00

Ofi received: 00

11. The performance of external providers

Performance of the following external providers was analysed and found to be satisfactory:

- Eklavya (Examination software for conducting online examination)
- Smita Patil Computer Consultant (External provider for result generation)
- Visiting faculties hired on clock hour basis.
- IDF NGO for social collaboration

12. Formative and summative assessment outcomes

Result analysis of Semester II, Semester IV and Semester VI (Regular) Examination May 2023 was discussed.

Programmes	First Year (FY) Sem- II	Second Year (SY) Sem - IV	Third Year (TY) SEM VI
BMS	97.20%	96.50%	88.28%
BAMMC	78.05%	88.57%	54.55%
BA	74.45%	75.24%	52.03%
BAF	94.85%	97.80%	61.84%
BCom	57.64%	84.43%	45.68%
BSc IT	90.97%	87.67%	78.33%
BSc CS	77.30%	86.54%	63.16%

Result Analysis of SYJC and FYJC Terminal Examination Oct - Nov 2023 was discussed.

Class	Total no. of students passed/ total no. of students appeared	Passing Percentage
SYJC A1	77/117	65.81
SYJC A2	30/74	40.54
SYJC C1	87/114	76.31
SYJC C2	71/116	61.20
SYJC C3	54/113	47.78
SYJC C4	50/109	48%
SYJC C5	54/108	52%
FYJC A1	70/108	84.81%
FYJC A2	52/94	55.31%
FYJC C1	109/119	91.51%
FYJC C2	73/125	58.4%

FYJC C3	57/119	47.69%
FYJC C4	57/115	49.48%
FYJC C5	57/116	49.27%

13. Adequacy of resources

- Online emulators were used for conducting practicals for programming-based courses.
- E-learning resources were developed to provide easy access for the convenience of the learners.
- Psychology and 4 Computer labs are designed as per the requirement of the courses offered by the institute.
- Projectors to facilitate the use of ICT in the classroom.

14. Effectiveness of actions taken to address risks and opportunities

- Risk Assessment for all key processes is in place. Use of Projectors, Computers labs. Psychology lab LMS (Google Classroom), and e-resources; creation of e-content was discussed and found to be effective for smooth functioning of Teaching Learning Process

15. Opportunities for continual improvement

- A shift from hard copies to e-records was recommended and thereby ease in their maintenance was realised.
- The institute has also undertaken quality assurance initiative of quality audit/ accreditation recognised by the National Assessment and Accreditation Council (NAAC). Institutional Information for Quality Assessment (IIQA) document was submitted on 30th September 2023, also the Self-Study Report (SSR) was prepared and submitted on 20th November 2023.

16. Staff feedback related to activities to enhance their competence

- Faculty feedback about the institute was taken.

Section	Percentage	No. Of responses
Junior college	83%	7
Degree college	75.96%	26

17. Any other point

The 7th MRM meeting was conducted in a conducive environment. Faculty members were encouraged to publish research papers, write Grant Application, do Research Work, and update themselves considering not only the NAAC criteria but also personal professional growth. It was an effective learning session for all attendees of the meeting.

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Distribution

Principal, All Faculty Members, HOD/Programme Coordinators, Administrative Officer,
Chairperson-Examination Committee, Librarian, Accountant, Chairperson-CEEP Committee,
Chairperson- Placement Committee, Chairperson- RDC

Note: HOD/SI is requested to communicate completion of action to the principal after completion.

Management Development Program



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TRCAC/DC/IQAC/007/2023-24

Date: 14/12/2023

NOTICE

(DC)

This is to inform all the Faculty Members that a Management Development Programme (MDP) - "SAMAGRA" has been scheduled by the IQAC of the college in association with Ignited Minds for holistic career support and training model.

Resource persons: **Dr. Saurabh Bajpai & Mr. Yogesh Tripathi**

This programme will help faculty members to understand the technical aspects regarding the guidance of competitive exams for the students.

The details for the same are as follows:

Day & Date - Friday, 15/12/2023

Time - 11:30 am onwards

Venue - Seminar Hall

Mr. Vaqar Bubere
Coordinator, IQAC



Dr. Ravish R. Singh
Principal



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TRCAC/IP/06/FRM/07

Revision: A

REPORT ON Management Development Programme (MDP) - "SAMAGRA"

Organised By: IQAC in association with Ignited Minds

Date: 15th December, 2023

Time: 11:30 am onwards

Venue: Seminar Hall, 1st Floor

BACKGROUND

- Reason/Objective- The main objective was to brief them about the holistic career support and training model
- Conducted under- The event was conducted by IQAC in association with Ignited Minds
- Usefulness- The event was conducted to create awareness about Maharashtra graduation-level exams and many other competitive examinations.
- Expected Outcome- The expected outcome of the event was to spread awareness about the government level exams which will help the faculties to lead the best path.

BRIEF INTRODUCTION

IQAC in association with Ignited Minds of Thakur Ramnarayan College of Arts and Commerce had organised Management Development Programme (MDP) - "SAMAGRA" on Friday, i.e 15th December, 2023 respectively. The speaker for the session was Dr. Saurabh Bajpai & Mr. Yogesh Tripathi. In this session, the speaker delivered keynote speeches presenting insights into the technical aspects regarding the guidance of competitive exams for the students. A total of 42 teachers were present for the session.

OBJECTIVES OF EVENT

The main objectives behind the induction held was to

- To spread awareness about the government level competitive exams which will help the faculties to lead the best path.
- To understand technical aspects regarding the guidance of competitive exams for the students.

DETAILS OF PARTICIPANTS

Number of faculty members present	42
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CONDUCT OF THE ACTIVITY

Notice No.: No. TRCAC/DC/IQAC/007/2023-24 was circulated among faculties on 14/12/2023 through Whatsapp.

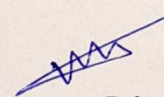
BEST LIKED PART OF THE PROGRAM

- Active involvement from the faculties of all the departments.

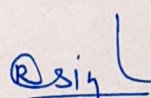
OUTCOME

After the event, faculties were able to:

- Introspect themselves and know better career opportunities to boost students' careers
- Active involvement of all faculties of the degree college.
- Connecting theoretical concepts with real-world applications, the seminar helps faculties to understand and how to guide students to see the practical relevance of competitive exams in various industries and societal contexts.


Mr. Vaqar Bubure
Coordinator, IQAC




Dr. Ravish R. Singh
Principal

EOMS
ISO 21001:2018
Certification



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Audit Schedule for QMS / EMS / OHS / IMS Scheme(s)

Page 1 of 2

IV IRQS:FORM:18:08

Eff. Date : 09-02-2022

Developed by : NR

Approved by : HEAD-IRQS

Name of the Client:		Thakur Ramnarayan College of Art & Commerce	File No.: T/6415/ISO 21001:2018
Address:	HO	Thakur Ramnarayan Educational Campus, Swami Vivekananda Marg, Anand Nagar, Dahisar East, Mumbai, 400068.	Date: 20.01.2024
	Site	-	
Kind Attn.:		Mr. Ravish Singh, Principal	Contact No.: 9869220596

Designation:	Org Coordinator						Fax No.:
Audit Criteria(s) [Standard(s)] <i>(strike out the standard not under audit)</i>	QMS (ISO 9001)	QMS-MD (ISO 13485)	QMS-EOMS (ISO 21001)	EMS (ISO 14001)	OHSAS	OHS (ISO 45001)	E-mail:
	<ul style="list-style-type: none"> Applicable legal & other requirement. Organization's procedures & documented information in line with the respective standards. 						

Type of Audit: (Delete whichever is not applicable)	RENEWAL	Date of Audit	23.01.2024
	joint/ Combined / Integrated / Remote		
Scope:	<ul style="list-style-type: none"> To Provide Undergraduate Education in Faculty of Arts, Commerce and Science as per Norms and Standards of University of Mumbai To Provide Higher Secondary Education in Arts and Commerce Stream as per Curriculum of Maharashtra State Board of Secondary and Higher Secondary Education, Pune 		

Audit Objectives to verify: [Delete whichever Type of Audit is not applicable]

RENEWAL	<ul style="list-style-type: none"> Information and evidence about conformity to all requirements of the applicable management system standard or other normative document Performance monitoring, measuring, reporting and reviewing against key performance objectives and targets (consistent with the expectations in the applicable management system standard or other normative document) The Organization's management system and performance as regards legal compliance Operational control of the Organization's processes Internal auditing and management review management responsibility for the Organization's policies Links between the normative requirements, policy, performance objectives and targets (consistent with the expectations in the applicable management system standard or other normative document), any applicable legal requirements, responsibilities, competence of personnel, operations, procedures, performance data and internal audit findings and conclusions. Enquiries from the IRQS to the Organization on aspects of certification Review of actions taken on nonconformities identified during the previous audit, Handling of complaints, the effectiveness of the management system in its entirety in the light of internal and external changes and its continued relevance and applicability to the scope of certification; To evaluate the suitability and effectiveness of the Management System in meeting the organization's objectives and demonstration of Continual Improvement To identify areas for potential improvement of the Management System
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Audit Scope:

- To evaluate the Organisation's implemented Management System(s) for the Scope of Certification against the above identified Criteria(s).

Audit Purpose:

- To arrive at appropriate conclusion(s) based on the Audit Findings & Evidence(s) as noted during the Audit.

Auditing Methodology:

- For the current audit, the audit team is responsible for executing the plan and the processes involved for the audit.

- Audit is conducted on sampling basis, focusing on verification for compliances against the audit criteria's based on the evidences gathered.
- Verification of the status of the previous audit findings.
- Due diligence for selection (i.e. number, type) of samples based on criticality of processes, competency, non conformities etc shall be taken into consideration due to the adoption of sampling methodology, since sampling methodology has its own element of uncertainty, advantages and disadvantages.
- To verify the audit evidences utilizing the computer-assisted techniques such as MS Team, Skype, Video conferencing, webinar, information available in soft etc would be applied as applicable.

Audit Team Details:

Team Leader:	V. Balakrishnan	Mobile No.:	9821717025
Auditor A:	Shibu Maret	Mobile No.:	8879399835, 9869026854

Date	23/01/2024		
Time	Team Leader	Shibu Maret	
0930 - 1000	Opening Meeting		
1000 - 1030	Tour of the College premises / facilities (by Video)		
10.30 - 1100	Top management (4, 5, & 6)		
1100 - 1300	Management Processes (Document Review, Legal, Context of Org, Risk & Opportunity, Objectives Analysis, Internal Audit, MRM, Out-Sourced activities, Continual Improvements) (Cl.4.1, 4.2, 4.3, 4.4, 5.2, 6.1, 6.2, 6.3, 7.1.6, 7.2, 7.3, 7.4, 7.5.1, 7.5.2, 7.5.3, 9, 10)	Junior College – Admission process, - Teaching - Learning Process including Special education requirements & Examination (Cl. 5.1.3, 8.3, 8.5, 8.6, 8.7, 9.1, 10)	
1300 - 1330	Lunch Break		
1330 - 1430	Communication; Information, Public Relations (Cl. 7.4.1, 7.4.2, 7.4.3 & Annex D)	Degree College - Core process - Admission, Teaching-Learning & Examination including Special education requirements (Cl. 5.1.3, 8.1, 8.1.1.2, 8.2, 8.2.1, 8.3, 8.5, 8.6, 8.7, 9.1, 10)	
1430 - 1530	Resources - Human resources; Facilities; Competence/ Training (Cl. 7.1.1 to 7.1.3, 7.1.3.2, 7.1.3.3, 7.1.4, 7.1.5, 7.1.6, 7.2 & 7.3, & 8.4)		
1530 – 17 00	Co-curricular, Extra-curricular and Extension Activities (Cl. 5.1.3, 7.1.6, 8.1)	Library Process including Special education requirements (l. 5.1.3, 7.1.6 & 8.5)	
17 00- 1800	Placement and Higher Education (Cl. 4.2, 5.1.2, 8.1.1, 8.2.1)	Purchase & Externally Provided Services (Cl. 8.4)	
18 00 – 18 30	Closing Meeting		
Shift Audit	Date, Time, Process / Functions to be audited		
	If not audited / applicable, Please justify. Single day-shift only		

We trust the proposed schedule and audit team is acceptable to you.

In the event of any objection regarding participation of any team member, you are requested to formally register the non-acceptance (stating reasons) immediately on receipt of the Audit Schedule. If no objections are received within 2 working days of receipt of this Audit Schedule the audit team composition will be considered as deemed accepted.

Should you require any further information about the audit team and audit schedule, please feel free to contact undersigned.

For Indian Register Quality Systems

Thanking you.

V. Balakrishnan

Name of The Team Leader

CERTIFICATE OF APPROVAL

Issued by Indian Register Quality Systems
(A Division of IRCLASS Systems and Solutions Private Limited)

This is to certify that the Educational Organizations Management Systems of

Organisation: Thakur Ramnarayan College of Arts & Commerce

Address: Thakur Ramnarayan Educational Campus, Swami Vivekananda Marg, Anand Nagar, Dahisar East, Mumbai- 400068

has been assessed and found conforming to the following requirement

Standard: ISO 21001:2018

- Scope:**
- To Provide Undergraduate Education in Faculty of Arts, Commerce and Science as per Norms and Standards of University of Mumbai
 - To Provide Higher Secondary Education in Arts and Commerce Stream as per Curriculum of Maharashtra State Board of Secondary and Higher Secondary Education, Pune

Certificate No.: IRQS/243100186

Initial Certification Date: 06/02/2021

Current Date of Granting: 05/02/2024

Expiry Date: 05/02/2027



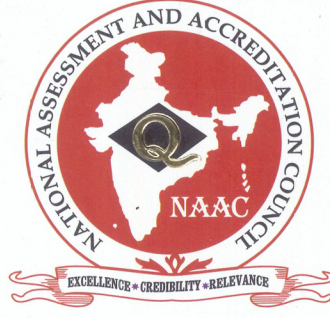
Shashi Nath Mishra
Head IRQS

This approval is subject to continued satisfactory maintenance of the Quality Management Systems for Educational Organization Management Systems for educational organizations, requirements with guidance for use of the organization to the above standard which will be monitored by IRQS. The use of the Accreditation Mark indicates accreditation with respect to activities covered by the certificate with accreditation no. QM 006. Condition Overleaf

COA/IRQS/NABCB/QMS-EOMS/Rev 01

Head Office: 52A, Adi Shankaracharya Marg, Opp. Powai Lake, Powai, Mumbai - 400 072, India.

NAAC Cycle 1



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
is pleased to declare*

Thakur Ramnarayan College of Arts and Commerce

*S.V. Road, Dahisar, East Mumbai, Mumbai Suburban,
affiliated to University of Mumbai, Maharashtra as*

Accredited

with CGPA of 2.44 on four point scale

at B grade

valid up to March 08, 2029

Date : March 09, 2024



[Signature]
Director

Entered By	Checked By	Verified By	Co-ordinated By
<i>TRV</i>	<i>KRJ</i>	<i>[Signature]</i>	<i>Wick</i>