



Thakur Educational Trusts (Group)

**THAKUR RAMNARAYAN
COLLEGE OF LAW**

Thakur Ramnarayan Educational Campus,
S.V. Road, Dahisar (East), Mumbai - 400 068
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Best Practice I

ISO as a Quality Management System

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Thakur Educational Trust's (Regd.)
Thakur Ramnarayan College of Law

Quality Manual


TRCL/QMS/QM/01

Part I
Preliminaries




Principal

Thakur Ramnarayan College of Law
S.V. Road, Dahisar(E), Mumbai-400058

	Thakur Ramkrishnan College of Law Quality Manual (QM) Part I Preliminaries		Doc. Ref. :- TRCL/QMS/OM/01
			Issue No. :- 01
			Issue Date :- 01/10/2018
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Issued By: Director



Principal

Approved By: Secretary Thakur Ramkrishnan College of Law
 21/ Good, Ghatkopar (E), Mumbai - 400088

	Thakur Ramnarayan College of Law		Doc. Ref. :-	TRCL/QMS/QM/01
	Quality Manual (QM) Part I Preliminaries		Issue No. :-	01
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			Revision A	Rev. Date 01/10/2018

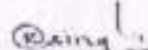
Part III - Annexure

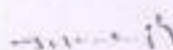
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Thakur Ramnarayan College of Law
S.V. Road, Dahisar(E), Mumbai-400068

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Thakur Educational Trust's (Regd.)
Thakur Ramnarayan College of Law

Procedure Manual

TRCL/QMS/PM/02


Issue No.: 01

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Principal

Thakur Ramnarayan College of Law
S.V. Road, Dahisar(E), Mumbai-400061

	Thakur Narayan College of Law Procedure Manual (PM) Part I Preliminaries		Doc. Ref -	TRCL/QMSPM/02
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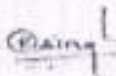
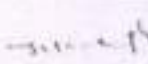
01 Contents

Part I - Preliminaries

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	The Tamil Nadu State College of Education Procedure Manual (PM) Part I Preliminaries		Doc. Ref. :- TRCL/QMS/PM/02
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IP-03/16	TRCL/IP/03/FRM/16	Examination and Supervision Report	A	1

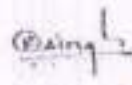
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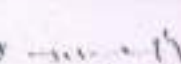



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IP-04/01	TRCL/IP/04/FRM/01	Book / Periodical Suggestion Form	A	1
IP-04/02	TRCL/IP/04/FRM/02	Book Card	A	1
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IP-05/01	TRCL/IP/05/FRM/01	Supplier Evaluation Form	A	1
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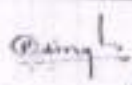
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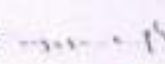


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	Datta Ramkrishna College of Law Procedure Manual (PM) Part I Preliminaries		Doc. Ref. :- TRCL/QMS/PM/02
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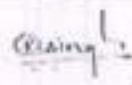
MP-02/08	TRCL/MP/02/FRM/08	No Dues Certificate	A	1
MP-02/09	TRCL/MP/02/FRM/09	Equipment Maintenance Register Format	A	1
MP-02/10	TRCL/MP/02/FRM/10	Data Analysis: Resources Process	A	1-5
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MP-04/03	TRCL/MP/04/FRM/03	Training Register Format	A	1
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MP-05/04	TRCL/MP/05/FRM/04	Parent Feedback Form	A	1
MP-05/05	TRCL/MP/05/FRM/05	Faculty Feedback about Class Form	A	1
MP-05/06	TRCL/MP/05/FRM/06	Course Survey by Students Form	A	1
MP-05/07	TRCL/MP/05/FRM/07	Students' Feedback about Training Programmes Form	A	1

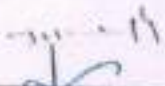
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	Thakur Dasarathadas College of Law		Doc. Ref :-	TRCL/QMS/PM/02
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MP-05/10	TRCL/MP/05/FRM/10	Lawyer/ Law Firm/ Corporate House Feedback by the Student Form	A	1
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MP-05/14	TRCL/MP/05/FRM/14	Data Analysis: Feedback and Survey Process	A	1
MP-06/01	TRCL/MP/06/FRM/01	Nonconforming Output Report	A	1
MP-07/01	TRCL/MP/07/FRM/01	Risk Assessment Register Format	A	1
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MP-09/02	TRCL/MP/09/FRM/02	Notice of "N th " MRM	A	1

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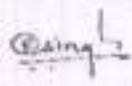
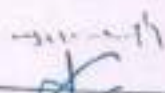
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Part V – Annexure

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03	Code of Ethics to Check Malpractices and Plagiarism in Research	A	1-4
04	Strategic/Perspective Plan	A	1
05	Sample Office Note	A	1
06	Sample Office Order	A	1
07	Sample Circular	A	1
08	Sample Notice	A	1
09	Sample IOM	A	1
10	Leave Guidelines	A	1

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Principal

	Thakur Bhawanji College of Law		Doc. Ref. -	THCL/QMS/PM/02
	Procedure Manual (PM) Part I Preliminaries		Issue No. -	02
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02 Amendments

Amendment Sr. No.	Rev. No.	Date of Rev.	Part / Section No.	Page No.	Details of Amendments
1.	B	25/11/2020	I/01	06	Content
2.	B	25/11/2020	II/07	75-85	Placement and Higher Education Process
3.	B	25/11/2020	IV/ IP-07/01	247-249	Student Resume
4.	B	25/11/2020	IV/ IP-07/02	250	Consolidated Students Database
5.	B	25/11/2020	IV/ IP-07/04	252	Registration Form
6.	B	25/11/2020	IV/ IP-07/05	255	Undertaking for not opting for Placement
7.	B	25/11/2020	IV/ IP-07/06	256	Letter to Lawyer/ Law Firm/ Corporate House
8.	B	25/11/2020	IV/ IP-07/09	259	Lawyers/ Law Firm/ Corporate House Database Register Format
9.	B	25/11/2020	IV/ IP-07/10	260	Alumni Register Format
10.	B	25/11/2020	IV/ IP-07/11	261-263	Data Analysis: Placement and Higher Education
11.	B	05/01/2021	III/08	154	Frequency of Audit
12.	B	05/01/2021	IV/MP-02/06	276-280	Faculty Appraisal

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Principal

THAKUR RAMSARAYAN COLLEGE OF LAW

Thakur Ramsarayan Educational Complex, S.V. Road, DLF Phase II, Gurgaon - 122 002

FACULTY-WISE TIME TABLE

Name of the Faculty: Shivani Sangal

W.D. 4th July 22

Time Slot	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00-9:00	Constitutional Law (A)			Constitutional Law (A)	Constitutional Law (A)	
9:00-10:00	Constitutional Law (A)	Constitutional Law (A)	Constitutional Law (A)	Constitutional Law (A)	Constitutional Law (A)	Constitutional Law (A)
10:30-11:30	Constitutional Law (A)	Constitutional Law (A)	Constitutional Law (A)	Constitutional Law (A)	Constitutional Law (A)	Constitutional Law (A)
11:30-12:30	Constitutional Law (A)	Constitutional Law (A)	Constitutional Law (A)	Constitutional Law (A)	Constitutional Law (A)	Constitutional Law (A)

Theory Load (18) = Practical Load (4) = Total Load (22) per Week

Subject	Subject I	Subject II	Subject III	Subject IV
Introduction	Constitutional Law	Political Science	Contract I	
Name of the Course (Theory + Practical)	Constitutional Law	Political Science	Contract I	

Signature of Faculty

Date: 02-07-2022

THAKUR RAMSARAYAN COLLEGE OF LAW

Thakur Ramsarayan Educational Complex, S.V. Road, DLF Phase II, Gurgaon - 122 002

TEACHING PLAN (THEORY)

Class: FLS (A) Semester: II Subject: Constitutional Law

Sl. No.	Chapter No.	Topic Name	Planned Date	Completed Date	Remarks
1	I	Historical development	4/7/22	4/7/22	
2		Assembly	7/7/22	7/7/22	
3		Citizenship	7/7/22	7/7/22	
4		Citizenship	8/7/22	8/7/22	
5		State	8/7/22	8/7/22	
6	II	Fundamental Rights - Art 13	11/7/22	11/7/22	
7		Doctrine of Eclipse	12/7/22	12/7/22	
8			13/7/22	13/7/22	
9		Doctrine of severability, narrow	14/7/22	14/7/22	
9		Right to Equality	15/7/22	15/7/22	
10		Right to Equality	16/7/22	16/7/22	
11		Right to Equality	17/7/22	17/7/22	
12		Right to Freedom	18/7/22	18/7/22	
13		Right to Freedom	19/7/22	19/7/22	
14		Right to Freedom	20/7/22	20/7/22	
15		Right against Exploitation	22/7/22	22/7/22	
15		Right against Exploitation	23/7/22	23/7/22	
16		Right to Freedom of Religion	25/7/22	25/7/22	

Lecture No.	Chapter No.	Topic Covered	Started Date	Completion Date	Remarks
17		Right to Freedom of Religion	26/7/22	28/7/22	
18		Cultural and Educational	29/7/22	29/7/22	
19		Right to Constitutional Remedies	29/7/22	30/7/22	
20		Writs	30/7/22	30/7/22	Done with writing and ATB learned the 2, 8, 22 Article here by covering the 20-22
21	III	Fundamental Duties	1/08/22	2/8/22	
22	I	Directive Principles of State Policy	2/08/22	4/8/22	Learned the 6 + 22
23	IV	Federalism	4/08/22	4/8/22	
24		Federalism	5/08/22	12/8/22	10/8/22 Case law
25	I	Indian Parliament Nature	6/08/22	14/8/22	20/8/22 Case law
26		Indian Parliament Privileges	7/08/22	20/8/22	Case law 20/8/22
27	II	Parliamentary form of Govt	12/08/22	20/8/22	
28		Council of Ministers	13/08/22	20/8/22	20/8/22
29		Attorney General	17/08/22	20/8/22	20/8/22
30		Advocate General	19/08/22	20/8/22	
31		Comptroller and Auditor General	20/08/22	1/9/22	
32	III	Indian Judiciary - Introduction	22/08/22	2/9/22	
33		Power and Functions	23/08/22	10/9/22	
34		Independence of Judiciary	25/08/22	2/9/22	
35	IV	Legislature Process	26/08/22		
36		Legislature Process	27/08/22		Done with Indian Parliament

Lecture No.	Chapter No.	Topic Covered	Started Date	Completion Date	Remarks
37		Ordinances - Types	27/08/22		
38	II	Emergency Provisions	5/09/22	10/9/22	Done with Parliament
39		Emergency Provisions	6/09/22	10/9/22	
40		Emergency Case Laws	9/09/22		
41		Administrative Tribunals	10/09/22		Self Study
42	II	Amendment of Constitution	10/09/22	15/9/22	
43		Importance of Basic Structure	13/09/22	14/9/22	
44		Major amendments	15/09/22	30/9/22	
45	III	Services under the Union	16/09/22	27/9/22	
46		Doctrine of Pleasure	17/09/22		
47		Panchayats & Municipalities	19/09/22	19/9/22	
48	III	Election Commission of India	20/09/22	20/9/22	
49		Election Commission - Cases	22/09/22	22/9/22	
50	III	Protection of Civil Rights	27/09/22	28/9/22	
51		Official Languages	24/09/22		Self Study

THAKUR RAMNARAYAN COLLEGE OF LAW

Thakur Ramnarayan Educational Campus, S.S. Road, Dahisar (East), Mumbai - 400 048

WORK REPORT

Week From 11.7.22 To 16.7.22

Day & Date	Time	Class / Div	Subject	Work Report	Remarks
Monday	9:00-10:00	FD10B A	Cont. I	Art. 13	
11/7/22	10:30-11:30	FD10B B	Pol. S.	Meaning & Definition	
Tuesday	9:00-10:00	FD10B A	Cont. I	Doctrine of Eclipse	
12/7/22	10:30-11:30	FD10B A	Pol. S.	Meaning & Definition	
Wednesday	9:00-10:00	FD10B A	Pol. S.	Elements of State	
13/7/22	10:30-11:30	FD10B B	Pol. S.	Elements of State	
Thursday	9:00-10:00	FD10B A	Pol. S.	Doctrine of Secularism	
14/7/22	10:30-11:30	FD10B B	Pol. S.	Elements of State	
Friday	9:00-10:00	FD10B A	Pol. S.	Right to equality	
15/7/22	10:30-11:30	FD10B B	Pol. S.	Society & State	
Saturday	10:00-11:00	FD10B B	Pol. S.	State & Society	
16/7/22	11:30-12:30	B		Right to equality	
				State & Society	

Signature of Faculty
Date: 16/7/22

Signature of Head of Faculty
Date: 20/7/22

THAKUR RAMNARAYAN COLLEGE OF LAW

Thakur Ramnarayan Educational Campus, S.S. Road, Dahisar (East), Mumbai - 400 048

WORK REPORT

Week From 17.7.22 To 23.7.22

Day & Date	Time	Class / Div	Subject	Work Report	Remarks
Monday	9:00-10:00	FD10B A	Cont. I	Right to equality	
17/7/22	10:30-11:30	FD10B B	Pol. S.	State & Society	
Tuesday	9:00-10:00	FD10B A	Pol. S.	Right to Freedom	
18/7/22	10:30-11:30	FD10B A	Pol. S.	State and Government	
Wednesday	9:00-10:00	FD10B A	Pol. S.	State and association	
19/7/22	10:30-11:30	FD10B B	Pol. S.	State and government	
Thursday	9:00-10:00	FD10B A	Cont. I	Right to Freedom	
20/7/22	10:30-11:30	FD10B A	Pol. S.	Sovereignty meaning	
Friday	9:00-10:00	FD10B A	Pol. S.	State and association	
21/7/22	10:30-11:30	FD10B A	Cont. I	Right to Freedom	
Saturday	10:00-11:00	FD10B B	Pol. S.	Types of Sovereignty	
22/7/22	11:30-12:30	B	Pol. S.	Sovereignty meaning	
Sunday	10:00-11:00	FD10B A		Right to Freedom	
23/7/22	11:30-12:30	FD10B B		Types of Sovereignty	
				Characteristics	

Signature of Head of Faculty
Date: 23/7/22

WORK REPORT

Work No. 1 Date From 25/7/22 To 29/7/22

Day & Date	Time	Class / Dn	Subject	Work Report	Remarks
Monday 25/7/22	10:30-11:30	PHD B	PHD	Right Against Exploitation Characteristics	General of A. & S. taken by American students
Tuesday 26/7/22	9:30-10:30	PHD A	PHD	Freedom of Religion Characteristics	General of A. & S. taken by American students
Wednesday 27/7/22	10:30-11:30			Outdoor legal Aid work	Section exchange with Nariman RD
Thursday 28/7/22	9:30-10:30	PHD B	PHD	Freedom of Religion Austin's Theory	
	10:30-11:30	PHD A	PHD	Austin's Theory	
Friday 29/7/22	9:30-10:30	PHD B	PHD	Industrial and Educational Rights	
	10:30-11:30	PHD A	PHD	Industrial and Educational Rights	
Saturday 30/7/22	9:30-10:30	PHD B	PHD	Constitutional Remedies writ	General Lecture of Nariman RD taken by American students
	10:30-11:30	PHD A	PHD	Altruistic View	

Signature of Faculty
Date: 28/7/22

Signature of Faculty
Date: 28/7/22

WORK REPORT

Work No. 2 Date From 1/8/22 To 6/8/22

Day & Date	Time	Class / Dn	Subject	Work Report	Remarks
Monday 1/8/22	9:30-10:30	PHD B	PHD	Writ	General of A. & S. taken by American students
	10:30-11:30	PHD A	PHD	Introduction to Western Pol. Thought	
Tuesday 2/8/22	9:30-10:30	PHD B	PHD	Writ	General of A. & S. taken by American students
	10:30-11:30	PHD A	PHD	Introduction to Western Pol. Thought	
Wednesday 3/8/22	9:30-10:30	PHD B	PHD	Fundamental Rights	
	10:30-11:30	PHD A	PHD	Plato's Philosophy	
Thursday 4/8/22	9:30-10:30	PHD B	PHD	Plato's Philosophy	
	10:30-11:30	PHD A	PHD	Plato's Ideal State	
Friday 5/8/22	9:30-10:30	PHD B	PHD	Plato's Ideal State	
	10:30-11:30	PHD A	PHD	Plato's Ideal State	
Saturday 6/8/22	9:30-10:30	PHD B	PHD	Plato's Ideal State	Minimum marks secured 70%
	10:30-11:30	PHD A	PHD	Plato's Ideal State	
Sunday 7/8/22	9:30-10:30	PHD B	PHD	Plato's Ideal State	
	10:30-11:30	PHD A	PHD	Plato's Ideal State	

Signature of Faculty
Date: 28/8/22

THAKUR RAMNARAYAN COLLEGE OF LAW

Thakur Ramnarayan Educational Campus, S.V. Road, Dabhoi (East), Gujarat - 382102

WORK REPORT

Week From 9.9.22 To 15.9.22

Day & Date	Time	Class / Div.	Subject	Work Report	Remarks
Monday	9:00-10:30 AM	A	Govt & Pol. Sc.	Federalism	
8.9.22	10:30-12:00 PM	B	Pol. Sc.	Aristotle's Classification of State	
Tuesday				Holiday	
9.9.22					
Wednesday	9:00-10:30 AM	A	Pol. Sc.	Machiavelli's views on State	Temporary Absentee
10.9.22	10:30-12:00 PM	A	Pol. Sc.	Aristotle's Classification of State	
Thursday				Holiday (Rakshabandhan)	
11.9.22					
Friday	9:00-10:30 AM	A	Govt & Pol. Sc.	Federalism	
12.9.22	10:30-12:00 PM	A	Pol. Sc.	Suggestions to the Prince	
	12:00-1:30 PM	A	Pol. Sc.	Machiavelli's views on State	
Saturday	9:00-10:30 AM	A	Govt & Pol. Sc.	Federalism	
13.9.22	10:30-12:00 PM	A	Pol. Sc.	Suggestions to Prince	
	12:00-1:30 PM	A	Pol. Sc.	Unitary form of Govt	

Signature of Faculty
Date: 15.9.22

Signature of Head of Faculty
Date: 20.9.22

THAKUR RAMNARAYAN COLLEGE OF LAW

Thakur Ramnarayan Educational Campus, S.V. Road, Dabhoi (East), Gujarat - 382102

WORK REPORT

Week From 16.9.22 To 22.9.22

Day & Date	Time	Class / Div.	Subject	Work Report	Remarks
Monday				INDEPENDENCE DAY	
16.9.22					
Tuesday				PASSI NEW YEAR	
17.9.22					
Wednesday	9:00-10:30 AM	A	Pol. Sc.	Unitary Form of Government	
18.9.22	10:30-12:00 PM	A	Pol. Sc.	Unitary Form of Govt	
Thursday	9:00-10:30 AM	B	Govt & Pol. Sc.	Indian Parliament - Features	
19.9.22	10:30-12:00 PM	B	Pol. Sc.	Merits and Demerits	
	12:00-1:30 PM	A	Pol. Sc.	Unitary Form of Govt	
Friday				GOPAL KALA	
20.9.22					
Saturday	9:00-10:30 AM	A	Govt & Pol. Sc.	Indian Parliament Features	
21.9.22	10:30-12:00 PM	A	Pol. Sc.	Merits & Demerits	
	12:00-1:30 PM	B	Pol. Sc.	Unitary	
22.9.22					

Signature of Faculty
Date: 23.9.22



THAKUR RAMNARAYAN COLLEGE OF LAW

Thakur Ramnarayan Educational Campus, S.V. Road, Dabhoi (Dist), Mumbai - 401 202

TELEPHONE NO.

WORK REPORT

Roll No. 5

Week Date 27.8.22 to 27.8.22

Day & Date	Time	Class / Div	Subject	Work Report	Remarks
Monday	9:00-10:45	PGD		Parliament Privileges	
Monday	10:45-12:30	PGD		Federal form	
Tuesday	9:00-10:45	PGD		Britain	
Tuesday	10:45-12:30	PGD		Parliament Disqualification	
Wednesday	9:00-10:45	PGD		Federal form	
Wednesday	10:45-12:30	PGD		Federal form	
Thursday	9:00-10:45	PGD		Lecture of Cabinet form	H. An. class to
Thursday	10:45-12:30	PGD		USA	
Friday	9:00-10:45	PGD		Federal form	
Friday	10:45-12:30	PGD		President	
Friday	12:30-1:15	PGD		Parliamentary form India	
Friday	1:15-2:00	PGD		USA	
Saturday	9:00-10:45	PGD		President	
Saturday	10:45-12:30	PGD		Quasi federal form; India combined with A. Dabhoi cancelled for guest lecture	

Signature of Faculty
Date: 27.8.22

Signature of Principal
Date: 27.8.22

Thakur Ramnarayan College of Law

THAKUR RAMNARAYAN COLLEGE OF LAW

Thakur Ramnarayan Educational Campus, S.V. Road, Dabhoi (Dist), Mumbai - 401 202

TELEPHONE NO.

WORK REPORT

Roll No. 9

Week Date 29.8.22 to 4.9.22

Day & Date	Time	Class / Div	Subject	Work Report	Remarks
Monday	9:00-10:45	PGD		Govt. L.	
Monday	10:45-12:30	PGD		Parliamentary Form	
Tuesday	9:00-10:45	PGD		Parliamentary Form	
Tuesday	10:45-12:30	PGD		Advocate General	
Wednesday	9:00-10:45	PGD		Merits & Demerits	
Wednesday	10:45-12:30	PGD		Guest Lecture	
Thursday	9:00-10:45	PGD		Comptroller and Auditor	
Thursday	10:45-12:30	PGD		Merits and Demerits	
Friday	9:00-10:45	PGD		Cancelled	
Friday	10:45-12:30	PGD		Holiday	
Saturday	9:00-10:45	PGD		Holiday	
Saturday	10:45-12:30	PGD		Holiday	
Sunday	11:30-12:15	PGD			

Signature of Faculty
Date: 27.8.22

Signature of Principal
Date: 29.8.22

Thakur Educational Trust's (Regd.)

THAKUR RAMNARAYAN COLLEGE OF LAW

Thakur Ramnarayan Educational Campus, T.V. Road, Dabhoi (Dist. Mahes), - 392 102

TELEPHONE NO.

WORK REPORT

Roll No. 10

Week from 5/9/22 to 12/9/22

Day & Date	Time	Class / Div	Subject	Work Report	Remarks
Monday				Non Instructional Day	
5/9/22					
Tuesday	8:30-9:15	1122 A	PolSci	Supervision for test	
	9:30-10:15	1122 A	PolSci	Merit and Demerit	
6/9/22	10:30-11:15	1122 A	Constitution	Cancelled for Teachers Day Celebration	
	8:30-9:15			Supervision	
Wednesday	9:30-10:15	1122 B	PolSci	Presidential Form	
7/9/22	10:30-11:15	1122 B	PolSci	Lecture taken by Jadhav	Class suspended
	8:00-9:45	1122 B	Constitution	Indian Judiciary	
Thursday	9:30-10:15	1122 A	PolSci	Presidential Form	
8/9/22	10:30-11:15	1122 A	PolSci	Presidential Form	
Friday				Anant Chaturdashki	
9/9/22	8:30-9:15			Supervision	
Saturday	9:30-10:15	1122 A	Constitution	Judiciary	
	10:30-11:15	1122 A	PolSci	Social Contract	
10/9/22	11:20-12:00	1122 A	PolSci	Social Contract	

Signature of Faculty
Date: 10/9/22

Signature of Head
Date: 10/9/22

Thakur Educational Trust's (Regd.)

THAKUR RAMNARAYAN COLLEGE OF LAW

Thakur Ramnarayan Educational Campus, T.V. Road, Dabhoi (Dist. Mahes), - 392 102

TELEPHONE NO.

WORK REPORT

Roll No. 11

Week from 12/9/22 to 19/9/22

Day & Date	Time	Class / Div	Subject	Work Report	Remarks
Monday	9:30-10:15	1122 B	Constitution	Independence of Judiciary	
	10:30-11:15	1122 B	PolSci	Basic of Representation	
12/9/22	9:30-10:15	1122 B	Constitution	Emergency	
	9:30-10:15	1122 B	PolSci	Basic of Representation	
Tuesday	10:30-11:15	1122 B	Constitution	Emergency case laws	
13/9/22					
Wednesday	9:30-10:15	1122 A	PolSci	Judiciary Role & Functions	
	10:30-11:15	1122 A	PolSci	Judiciary Role & Functions	
14/9/22					
Thursday	9:30-10:15	1122 A	Constitution	Amendment of Constitution	
	10:30-11:15	1122 A	PolSci	Independence of Judiciary	
15/9/22	10:30-11:15	1122 A	PolSci	Independence of Judiciary	
Friday	9:30-10:15	1122 A	Constitution	Basic Structure	
	10:30-11:15	1122 A	PolSci	Rule of Law	
16/9/22	10:30-11:15	1122 A	PolSci	Rule of Law	
Saturday	9:30-10:15	1122 A	Constitution	Service under Union/Reserve	
	10:30-11:15	1122 A	PolSci	Separation of Powers	
17/9/22	11:30-12:00	1122 A	PolSci	Separation of Powers	Continued with A

Signature of Faculty
Date: 17/9/22



Thakur Educational Trust's (Regd.)
**THAKUR RAMNARAYAN
COLLEGE OF LAW**
ISO 9001:2015 Certified

Thakur Ramnarayan Educational Campus,
S.V. Road, Dahisar (East), Mumbai - 400 068
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TRCL/IP/02/FRM/01

Revision A

Academic Calendar for academic year 2022-23 (Term-I)
First/ Second Year LL.B. 5 Years, First/ Second Year LL.B. 3 Years
& First Year LL.M.

Sr. No.	Activity	Schedule	Date
1.	Resources requirement	At least 2 weeks before end of the previous semester	October 2022
2.	Faculty recruitment and resource allocation	1 month before the commencement of semester	October 2022
3.	Academic Calendar	2 weeks before the commencement of semester	18 th October 2022
4.	Subject allocation	2 weeks before commencement of odd semesters/ last week of even semesters for odd semesters	18 th October 2022
5.	Commencement of the term	As per University notification	November 2022
6.	Display of timetable	3 days before the commencement of semester	4 th November 2022
7.	Teaching plan validation by Principal	3 days before the commencement of semester	4 th November 2022
8.	Commencement of the lecture (SYBLS, SYLLB & FYLLM)	2 nd weeks the of Semester	7 th November 2022
9.	Guest Lecture/Webinar/Seminar		2 nd & 4 th Saturday of every month
10.	National Law Day celebration		26 th November 2022
11.	Syllabus coverage report for the month of November 2022	5 th of every month	5 th December 2022
12.	Monthly semester review for the month of November 2022	5 th of every month	5 th December 2022
13.	Defaulters list for the month of November 2022	5 th of every month	5 th December 2022

14.	Question paper setting of periodical class test (SYBLS & SYLLB)	10 days before the first periodical class test	9 th December 2022
15.	Display of timetable (FYBLS & FYLLB)	3 days before the commencement of semester	9 th December 2022
16.	Teaching plan validation by Principal (FYBLS & FYLLB)	3 days before the commencement of semester	9 th December 2022
17.	Practical Training Examination (SYLLB)		10 th December 2022
18.	Commencement of the lecture (FYBLS & FYLLB)		12 th December 2022
19.	Printing of question paper of periodical class test (SYBLS & SYLLB)	2 days before the first periodical class test	16 th December 2022
20.	Conduct of periodical class test (SYBLS & SYLLB)	7 th week of semester	19 th - 22 nd December 2022
21.	Term work submission (SYBLS & SYLLB)		19 th - 22 nd December 2022
22.	First Students feedback (SYBLS & SYLLB)		22 nd December 2022
23.	Winter break	As per University notification	26 th - 31 st December 2022
24.	Syllabus coverage report for the month of December 2022	5 th of every month	5 th January 2023
25.	Defaulters list for the month of December 2022	5 th of every month	5 th January 2023
26.	Monthly semester review for the month of December 2022	5 th of every month	5 th January 2023
27.	Question paper setting of periodical class test (FYBLS & FYLLB)	10 days before the first periodical class test	18 th January 2023
28.	Attendance committee meeting (SYBLS & SYLLB)	14 th week of semester	21 st January 2023
29.	Printing of question paper of periodical class test (FYBLS & FYLLB)	2 days before the first periodical class test	28 th January 2023
30.	Practical Training Examination (FYLLB)		28 th January 2023
31.	Conduct of periodical class test (FYBLS & FYLLB)	7 th week of semester	1 st - 4 th February 2023
32.	Term work submission (FYBLS & FYLLB)		1 st - 4 th February 2023
33.	Students feedback (FYBLS & FYLLB)		4 th February 2023
34.	Syllabus coverage report for the month of January 2023	5 th of every month	6 th February 2023

35.	Defaulters list for the month of January 2023	5 th of every month	6 th February 2023
36.	Monthly semester review for the month of January 2023	5 th of every month	6 th February 2023
37.	Lex- Communique 2023		25 th & 26 th February 2023
38.	Attendance committee meeting (SYBLS & SYLLB)	14 th week of semester	1 st March 2023
39.	Syllabus coverage report for the month of February 2023	5 th of every month	6 th March 2023
40.	Defaulters list for the month of February 2023	5 th of every month	6 th March 2023
41.	Monthly semester review for the month of February 2023	5 th of every month	6 th March 2023
42.	Practice session / extra lecture for slow learners	As per requirement	
43.	Work- load and subject allocation of subsequent semester	14 th - 15 th week of semester	6 th March 2023
44.	End semester review	Last week of semester	
45.	Conduct of Second- Half 2023 examination	As per University notification	
46.	Declaration of Second- Half 2023 examination result	As per University notification	

Prepared By

Name & Signature of Faculty: Ms. Moonam Kharat

Date: 18th October 2022

Approved By

Signature of Principal

Date: 18th October 2022



THAKUR RAMNARAYAN COLLEGE OF LAW

Notice No: 155 /2022-23

Date: 17th January 2023

NOTICE

Practical Training- I

Journal Submission and Written Examination

All the students of **First Year LL.B. (2022-23)** are hereby informed that the **Practical Training- I Journal submission and Written Examination** will be held as per the given schedule:

(PART A - Journal Submission)			
Sr. No.	DATE	TIME	Classroom
A.	28 th January 2023 (Saturday)	10:00- 10:15 am	In the respective classrooms
(PART B - Written Examination)			
B.	28 th January 2023 (Saturday)	11:00 am - 1:00 pm	Div. A: 709 Div. B: 710 & 711

Note:

1. Submission of journal is pre- requisite to appear for the written examination.
2. Students who have not collected their journals, are required to collect the same by 19th January 2023, Thursday between 1:00 pm to 1:30 pm in room no. 706.



Dr. A.K. Singh
Principal

DOD: 17/01/2023

Principal

17/01/2023

THAKUR RAMNARAYAN COLLEGE OF LAW

TRCLIP/03/FRM/01

Revision: A

Revised Time- Table

Presentation & Viva- Voce Examination Semester I 2022-23

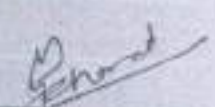
Date: 16/01/2023

Programme: Three Years LL.B. (General) & Five Years B.L.S./LL.B.
F.Y.B.L.S. & F.Y.LL.B.

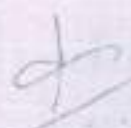
Div.: A & B

Sr. No.	Days & Dates	Division A	Division B	Time
F.Y.LL.B.				
1.	Wednesday 01/02/2023	Contract-I Ms. Amrita Sanyal	Labour Law Ms. Saachi Madhani	9:30 am onwards
2.	Thursday 02/02/2023	Labour Law Ms. Saachi Madhani	Contract-I Ms. Amrita Sanyal	9:30 am onwards
3.	Monday 06/02/2023	Tort Mr. Amit Trivedi	Legal Language Ms. Shivani Gupta	9:30 am onwards
4.	Tuesday 07/02/2023	Legal Language Ms. Shivani Gupta	Tort Mr. Amit Trivedi	9:30 am onwards
F.Y.B.L.S.				
1.	Wednesday 01/02/2023	Economics Dr. Urmila Chauhan	Logic-I Ms. Moonam Kharat	9:30 am onwards
2.	Thursday 02/02/2023	Logic-I Ms. Moonam Kharat	Economics Dr. Urmila Chauhan	9:30 am onwards
3.	Monday 06/02/2023	English-I Ms. Jashita Lamin	-----	9:30 am onwards
4.	Tuesday 07/02/2023	-----	English-I Ms. Jashita Lamin	9:30 am onwards

1. Submissions to be done on the same day though it may differ as per the instructions given by the respective subject in-charge.
2. Assignment must be submitted in the hard copy only.


Chairperson, Examination Committee




Dr. A.K. Singh
Principal



Thakur Ramnayan College of Law
 THAKUR RAMNAYAN
 COLLEGE OF LAW
 BHADWASHAHN

BHADWASHAHN

Division-wise Time Table

Section: A

Thakur Ramnayan Education Group
 5th Floor, Gurdiala Road, Mohiwell - 600 098
 Tel: 011- 2622 1300 • Fax: 011- 2622 1300
 E-mail: admin@rcol.org.in • Website: www.rcol.org.in



TIME/DAY	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
08:00 - 09:00	Economics (Dr. Vinod Chandra)	English I (Ms. Indira Lamba)	English I (Ms. Meenu Khara)	English I (Ms. Meenu Khara)	English I (Ms. Indira Lamba)	Economics (Dr. Vinod Chandra)
09:00 - 10:00	English I (Ms. Indira Lamba)	Micro-Eng Mr. Armita Singh	Economics (Dr. Vinod Chandra)	Statistics (Dr. Vinod Chandra)	Economics (Dr. Vinod Chandra)	English I (Ms. Meenu Khara)
10:00 - 10:30	English I (Ms. Meenu Khara)	English I (Ms. Indira Lamba)	English I (Ms. Indira Lamba)	English I (Ms. Indira Lamba)	English I (Ms. Indira Lamba)	English I (Ms. Indira Lamba)
11:00 - 12:30	PRACTICAL TRAINING (Dr. Shantanu Misra)	PRACTICAL TRAINING (Dr. Shantanu Misra)	PRACTICAL TRAINING (Dr. Shantanu Misra)	PRACTICAL TRAINING (Dr. Shantanu Misra)	PRACTICAL TRAINING (Dr. Shantanu Misra)	PRACTICAL TRAINING (Dr. Shantanu Misra)

Name: W. S. Singh
 Designation: Asst. Prof. Mr. Shantanu Misra

Date: 09/12/2022



Signature of Principal

Date: 09/12/2022

Approved By



Principal



Thakur Ramkrishnan Educational Trust
THAKUR RAMKRISHNAN
COLLEGE OF LAW

THL/TP/02/2022/004

Thakur Ramkrishnan Educational Campus,
E.V. Road, Rahisar (East), Mumbai - 400 028
Tel: 022 - 2628 1200 + Fax: 022 - 2828 1300
Email: admin@pudergan + Website: www.pudergan.in

Division-wise Time Table

Signature A



Principal

TIME/DAY	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
09:00 - 09:30	Contract-I (Ms. Anitha Singh)	Legal Language & Legal Writing (Ms. Anitha Singh)	Legal Language & Legal Writing (Ms. Shivani Gupta)	Legal Language & Legal Writing (Ms. Shivani Gupta)	Contract-I (Ms. Anitha Singh)	Legal Language & Legal Writing (Ms. Shivani Gupta)
09:30 - 10:00	Law of Torts (Mr. Anil Tripathi)	Law of Torts (Mr. Anil Tripathi)	Law of Torts (Mr. Anil Tripathi)	Law of Torts (Mr. Anil Tripathi)	Contract-I (Ms. Anitha Singh)	Law of Torts (Mr. Anil Tripathi)
10:00 - 10:30	RECESS					
10:30 - 11:30	Labour Law (Dr. Saachi Madhuni)	Labour Law (Dr. Saachi Madhuni)	Labour Law (Dr. Saachi Madhuni)	Contract-I (Dr. A.K. Singh)	Labour Law (Dr. Saachi Madhuni)	Practical Trainings-I - Neha Bhat
11:30 - 12:30	Legal Language & Legal Writing (Ms. Shivani Gupta)	Membership Library session	Membership Library session	Labour Law (Dr. Saachi Madhuni)	Contract-I (Dr. A.K. Singh)	Practical Trainings-I - Neha Bhat
12:30 - 01:30	Practical Trainings-I - Neha Bhat	Practical Trainings-I - Neha Bhat	Practical Trainings-I - Neha Bhat	Practical Trainings-I - Neha Bhat		

Name & Signature of Faculty: Ms. Anitha Singh

Date: 09/12/2022



Signature of Principal

Date: 09/12/2022



Thakur Educational Trusts (Regd.)
**THAKUR RAMNARAYAN
 COLLEGE OF LAW**

Thakur Ramnarayan Educational Complex,
 15/1 East, Dabhal (East), Mumbai - 400 088
 Tel. 022-24281230 • Fax: 022-2224 0220
 Email: aad@trcl.ac.in • Website: www.trcl.ac.in



09.	Ms. Joshita Lamba	F.Y. B.L.S	A & B	English-I	10	-	-	
		S.Y. B.L.S	A & B	History of Courts	10	-	-	20
10.	Ms. Neha Bhatt	T.Y. B.L.S	A & B	Law of Crimes	05	-	-	20
		Fifth Year B.L.S.	A	ADR	05	-	-	
		T.Y.LL.B. & Fifth Year B.L.S.	A & B	IPR	05	-	-	
		F.Y.LL.B.	A & B	Practical Training	05	-	-	
		S.Y.LL.B.	A & B	Company Law	10	-	-	20
11.	Ms. Saachi Madrani	F.Y.LL.B.	A & B	Labour Laws	10	-	-	
		Fourth Year B.L.S.	A	Contract - II	05	-	-	19
12.	Ms. Anmol Panig	F.Y.LL.M.	A	Contract & Allied Laws	04	-	-	
		Fourth Year B.L.S.	A & B	Criminology	03	-	-	
		T.Y.LL.B. & Fifth Year B.L.S.	A & B	Practical Training	05	-	-	
		T.Y.LL.B.	A & B	ADR	10	-	-	20
T.Y.LL.B. & Fifth Year B.L.S.	A & B	Banking Laws	05	-	-			
13.	Ms. Aparna Singh	Fourth Year B.L.S.	A & B	Practical Training	05	-	-	
		Fourth Year B.L.S.	A & B	Land Laws	05	-	-	20
14.	Ms. Satarupa Aich	Fourth Year B.L.S.	A & B	Land Laws	05	-	-	20
		F.Y.LL.M.	A	Constitutional Challenges	04	-	-	
		T.Y. B.L.S	A & B	Practical Training	05	-	-	
		FYBLS	A & B	Practical Training	06	-	-	
14.	Mr. Rajesh Shah	F.Y.LL.M.	A	WTO	04	-	-	04

Note: - A: No of Lectures allotted per week on the mentioned class
 B: No of Practicals allotted per week on the mentioned class
 C: No of Tutorials allotted per week on the mentioned class
 D: Sum of A, B and C for a particular faculty over all classes.

Prepared By

 Name & Signature: Urmila Chaudhari
 Date: 17/06/2022



Approved By

 Name & signature of
 Principal
 Date: 17/06/2022

Principal

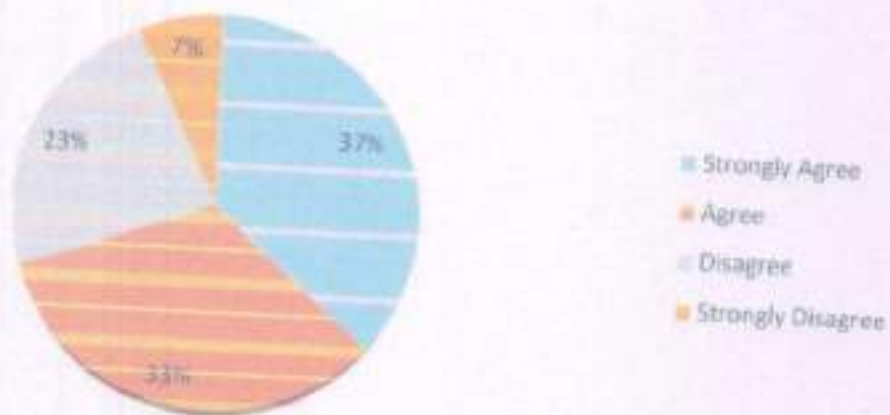
STUDENTS FEEDBACK ON CURRICULUM

A.Y.2022-23

CURRICULUM IS WELL DEFINED



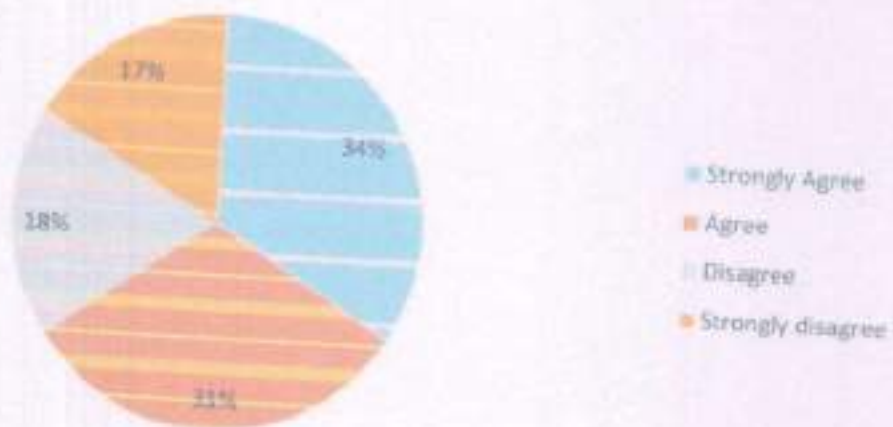
CURRICULUM IS A COMBINATION OF THEORY & PRACTICAL APPLICATION



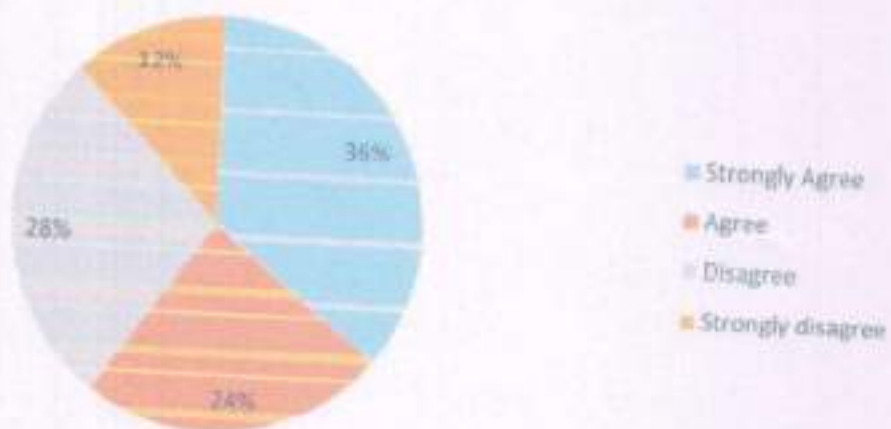
9



EFFECTIVE DELIVERY OF THE CURRICULUM BY THE FACULTY



DURATION OF TERM IS SUFFICIENT FOR COVERAGE OF SYLLABUS



df



RECOMMENDED BOOKS ARE AVAILABLE IN THE LIBRARY



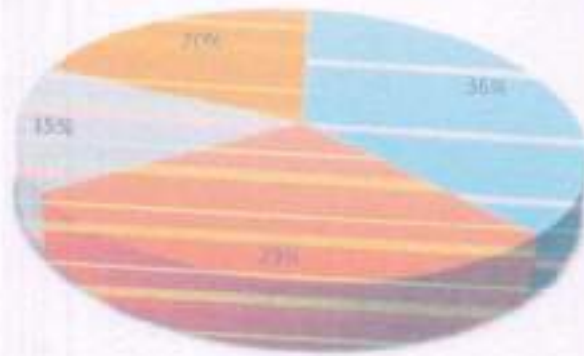
GAPS IN THE SYLLABUS ARE ADEQUATELY COVERED THROUGH GUEST LECTURES



ALUMNI FEEDBACK ON CURRICULUM

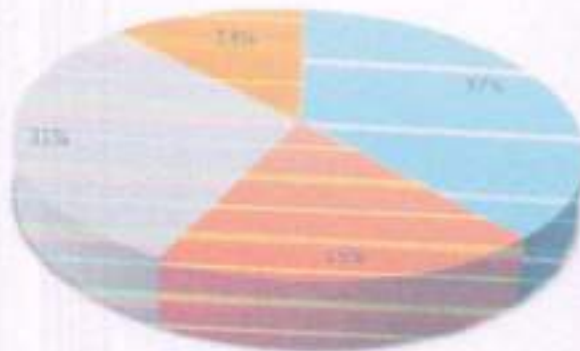
A.Y.2022-23

CURRICULUM OF THE LAW COURSE IS SUFFICIENT FOR MEETING NEEDS OF INDUSTRY



Strongly Agree Agree Disagree Strongly disagree

CURRICULUM GAVE YOU PRACTICAL EXPOSURE TO THE SUBJECT

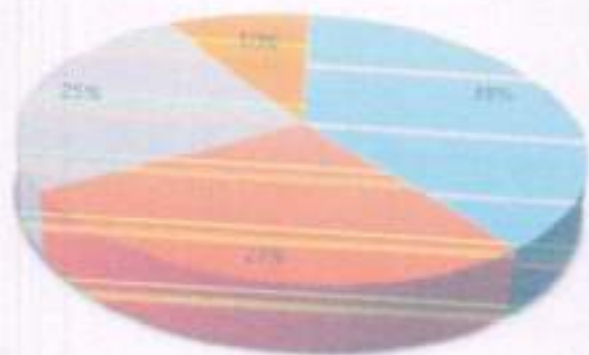


Strongly Agree Agree Disagree Strongly disagree

of

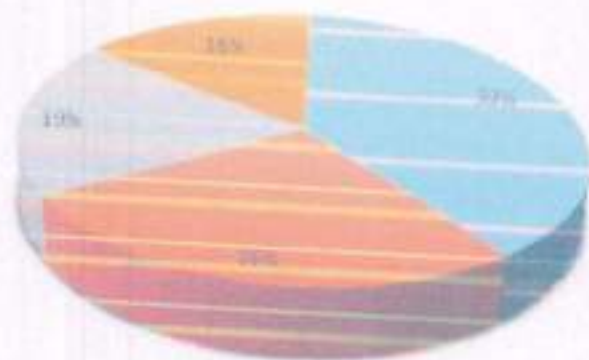


CURRICULUM HAD INTERDISCIPLINARY SUBJECTS



■ Strongly Agree ■ Agree ■ Disagree ■ Strongly disagree

CURRICULUM COVERED THE IMPORTANT ASPECTS OF THE SUBJECT

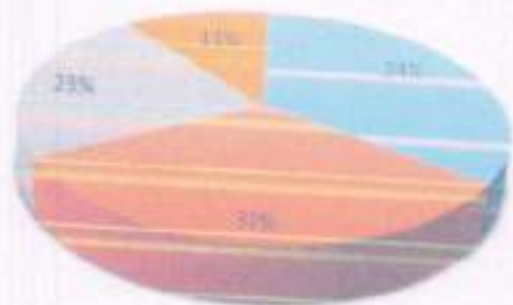


■ Strongly Agree ■ Agree ■ Disagree ■ Strongly disagree

Handwritten signature or mark.

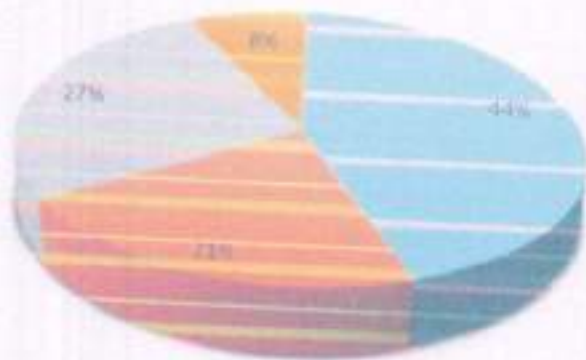


**WHETHER ACTIVITIES OFFERED BY COLLEGE
BEYOND CLASSROOM TEACHING WERE
ADDITION TO THEIR PROFESSIONAL SKILLS**



■ Strongly agree ■ Agree ■ Disagree ■ Strongly disagree

**EFFECTIVE DELIVERY OF THE CURRICULUM
SUBJECTS BY THE TEACHERS**



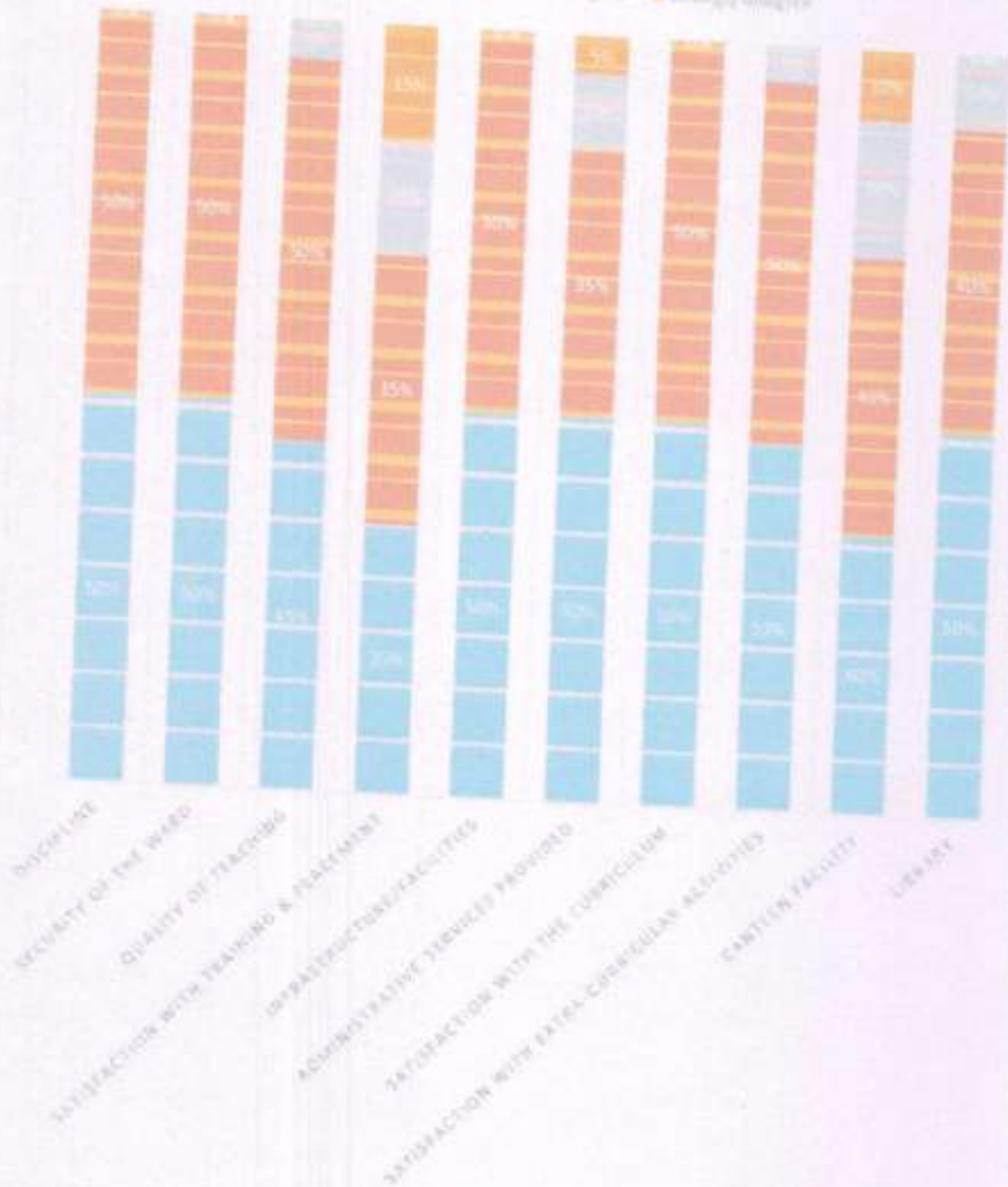
■ Strongly agree ■ Agree ■ Disagree ■ Strongly disagree

PARENT FEEDBACK

A.Y.2022-23

LEVEL OF SATISFACTION

Strongly Agree Agree Disagree Strongly disagree



INDUSTRY FEEDBACK ON CURRICULUM

A.Y.2022-23



Dr. A. K. Singh

Principal

THAKUR RAMNARAYAN COLLEGE OF LAW

TRCL/IP/03/FRM/01

Revision: A

Time- Table

Presentation & Viva- Voce Examination Semester II 2022-23

Date: 12/05/2023

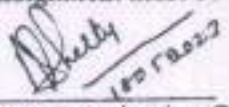
Programme: Three Years LL.B. (General) & Five Years B.L.S./LL.B.

Div.: A & B

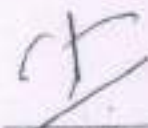
Sr. No.	Days & Dates	Division A	Division B	Time
F.Y.LL.B.				
1.	Monday 22/05/2023	Law Of Crimes Roll No. 1 To 30 Ms. Shivani Gupta	Law Of Crimes Roll No. 1 To 30 Ms. Apama Singh	9:30 am onwards
2.		Environmental Law Roll No. 31 To 60 Ms. Amrita Sanyal	Environmental Law Roll No. 31 To 60 Ms. Namrata Shetty	9:30 am onwards
3.	Tuesday 23/05/2023	Law Of Crimes Roll No. 31 To 60 Ms. Shivani Gupta	Law Of Crimes Roll No. 31 To 60 Ms. Apama Singh	9:30 am onwards
4.		Environmental Law Roll No. 1 To 30 Ms. Amrita Sanyal	Environmental Law Roll No. 1 To 30 Ms. Namrata Shetty	9:30 am onwards
5.	Wednesday 24/05/2023	Constitutional Law Ms. Shovonita Acharya	Family Law- I Ms. Satarupa Aich	9:30 am onwards
6.	Thursday 25/05/2023	Family Law- I Ms. Satarupa Aich	Constitutional Law Ms. Shovonita Acharya	9:30 am onwards
F.Y.B.L.S.				
1.	Monday 22/05/2023	Legal Language Ms. Joshita Lamba	Political Science- I Dr. Urmila Chauhan	9:30 am onwards
2.	Tuesday 23/05/2023	Political Science- I Dr. Urmila Chauhan	History Ms. Moonam Kharat	9:30 am onwards
3.	Wednesday 24/05/2023	History Ms. Moonam Kharat	Legal Language Ms. Joshita Lamba	9:30 am onwards

Note:

1. Submissions to be done on the same day though it may differ as per the instructions given by the respective subject in-charge.
2. Assignment must be submitted in the hard copy only.


Chairperson, Examination Committee




Dr. A.K. Singh

Principal

DOR: 28/05/2023

THAKUR RAMNARAYAN COLLEGE OF LAW

TRCL/IP/03/FRM/01

Revision: A

Time- Table

Internal Class Test Examination

Semester II 2022-23

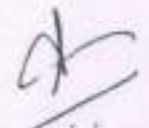
Date: 12/05/2023

Programme: F.Y.LL.B

Div.: A & B

CLASS TEST (F.Y.LL.B.)(SEM I)			
Sr. No.	Subject	Days & Dates	Time
1.	LAW OF CRIMES	Monday 22/05/2023	8:30 to 9:00 A.M.
2.	CONSTITUTIONAL LAW	Tuesday 23/05/2023	8:30 to 9:00 A.M.
3.	FAMILY LAW- I	Wednesday 24/05/2023	8:30 to 9:00 A.M.
4.	ENVIRONMENTAL LAW	Thursday 25/05/2023	8:30 to 9:00 A.M.
CLASS TEST (F.Y.B.L.S.) SEM-II			
1.	POLITICAL SCIENCE-I	Monday 22/05/2023	8:30 to 9:00 A.M.
2.	LEGAL WRITING & LEGAL LANGUAGE	Tuesday 23/05/2023	8:30 to 9:00 A.M.
3.	HISTORY	Wednesday 24/05/2023	8:30 to 9:00 A.M.




Dr. A.K. Singh
Principal



Thakur Educational Trusts (Regd)
**THAKUR RAMNARAYAN
 COLLEGE OF LAW**

Thakur Ramnarayan Educational Campus,
 S.V. Road, Dahisar (East), Mumbai - 400 068
 Tel: 022 - 2828 1200 • Fax: 022 - 2828 1300
 E-mail: admin@trcl.org.in • Website: www.trcl.org.in



TRCL/IP/03/FRM/04

Students' Seating Arrangement

Revision: A

Date: 18/05/2023

Name of Examination: **CLASS TEST EXAMINATION 2023 May** Academic Year: 2022- 23

Programme: **F.Y.B.L.S. & F.Y.LL.B. (SEMESTER- II)**

Time: **8:30 to 9:00 am**

Exam: From 22/05/2023 to 25/05/2023

Sr. No.	Room No.	Programme	Examination Roll No. (From---To---)	Total No. of students	TOTAL STUDENTS IN BLOCK
1.	705	F.Y.LL.B.	A/01 to A/30	30	53
		F.Y.B.L.S.	A/01 to A/23	23	
2.	706	F.Y.LL.B.	A/31 to A/60	30	53
		F.Y.B.L.S.	A/24 to A/46	23	
3.	707	F.Y.LL.B.	B/01 to B/30	30	53
		F.Y.B.L.S.	A/47 to B/13	23	
4.	708	F.Y.LL.B.	B/31 to B/60	30	53
		F.Y.B.L.S.	B/14 to B/36	23	
5.	710	F.Y.B.L.S.	B/37 to B/56	20	20

Note:

1. Students must report by 8:20 am in the examination hall.
2. Students will not be allowed to appear for the examination if they do not bring their Identity card.
3. Students found with any copying material will be debarred from the examination.
4. Mobile phones are not allowed in the examination hall.

Chairperson, Examination Committee

Principal



Date of Display: 20/05/2023

Date of Removal: 27/05/2023



TRCL/IP/03/FRM/05

Students' Attendance Sheet

Revision A

class:-

Date 22/05/22 Examination May Month 2022 " 28
Sem. II Class FYLLB
Time 8:30-9:00 Subject Law of Crimes
Examination Seat No. From A-31 to A-60 Room No 706
Total 30

Examination Seat No.	Name	Signature	Examination Seat No.	Name
A-31	VISHAL GUPTA		A-54	Sakshi Mishra
A-32	RISHIKA HEGDE		A-55	Shikha Mishra
A-33	Tannu Jaiswal		A-56	Shriya Mishra
A-34	Ketan Jha		A-57	Sourya Mishra
A-35	Khushbu Jha		A-58	Khushboo Malik
A-36	Kasturi Karpe		A-59	NAIK, EKTA
A-37	Akshata Kerkar		A-60	Saroj Normal
A-38	Muhammad Abu Bakr		A-40	Absent-
A-39	Shahrukh Khan		A-41	Absent-
A-43	Mildred Lopes		A-42	Absent-
A-44	Mehal Mangela			
A-45	Yashi Mehra			
A-46	Anadhara Mishra			
A-47	Anand Mishra			
A-48	Dhanshree Mishra			
A-49	MISHRA EKTA			
A-50	Manas Mishra			
A-51	Priyanka Mishra			
A-52	Rishu Mishra			
A-53	Ruchi Mishra			

Total No. of Students Present 27
Total No. of Students Absent 03

Checked By

Dr. Umila Chavhan
Name and Signature of Junior Supervisor

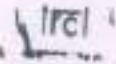


Muskan Khand
Asst. Prof.



THE RAMNARAYAN
COLLEGE OF LAW

The Ramnarayan Educational Campus
S.V. Road, Dehisar (East), Mumbai - 400 068
Tel: 022 - 2828 1200 • Fax: 022 - 2828 1200
E-mail: admin@trcl.org.in • Website: www.trcl.org.in



TRCL/IP/03/FRM/06

Supervisor's Report

Revision: A

Class test

Date 22/05/23 Examination May Month 20 20 20
 Time 8:30-9:00 Sem II Class FULLB Day
 Subject Law of Crimes Room No. 706
 Examination Seat No. From A-31 to A-60 Total 30
 Total No. of Answer books 27

Examination Seat No. of Candidates Actually Present

Examination Seat No. of Candidates - Actually Absent

1	31	21	54	1	→ 0
2	32	22	55	2	47
3	33	23	56	3	42
4	34	24	57	4	
5	35	25	58	5	
6	36	26	59	6	
7	37	27	60	7	
8	38	28		8	
9	39	29		9	
10	40	30		10	
11	41	31		11	
12	42	32		12	
13	43	33		13	
14	44	34		14	
15	45	35		15	
16	46	36		16	
17	47	37		17	
18	48	38		18	
19	49	39		19	
20	50	40		20	

27

03

30



Chautan
22/05/23

Dr Umile Chautan

Moonam Khari
Name



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Indian Register Quality Systems
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Page 1 of 3

IR IQS FORM 18 (2)

Eff. Date: 09-02-2022

Developed by: NR

Approved by: HEAD (RQS)

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

Name of the Client: M/s Thakur Ramnarayan College of Law

Address: HO Thakur Ramnarayan Educational Campus, Swami Vivekanand Road, Dahisar East, Mumbai-400068. File No.: T/7134/Q

Site: - Date: 24th Jan 2023

Kind Attn.: Ms Urmita Chauhan

Designation: MR Contact No.: 9819519695

E-mail: Urmita Chauhan
urmita.chauhan@irdi.org.in

Audit Criteria(s) [Standard(s)] (Strike not the standard not under audit)	QMS (ISO 9001)	QMS-EMS (ISO 14001)	QMS-OHSMS (ISO 45001)	QMS (ISO 27001)	QMS (ISO 22000)
	<ul style="list-style-type: none"> Applicable legal & other requirement, Organization's procedures & documented information in line with the respective standards. 				

Type of Audit: Stage-I / Stage-II / Renewal / Surveillance R1 / Follow-up
(Delete whichever is not applicable) Joint/ Combined / Integrated / Remote

Date of Audit: From 28/01/23 To 28/01/23

Scope: To Deliver Higher Education In Undergraduate Degree Programmes In The Faculty Of Law As Per Norms And Standard University of Mumbai.

Audit Objectives to verify: (Delete whichever Type of Audit is not applicable)

- ~~Scope: Renewal/Service~~
- ~~Industrial and experience about credibility of compliance of the applicable management system standard with the respective requirements~~
 - ~~Organization's Management System: (Structure and Organization chart, its performance against all applicable legal and regulatory requirements, and other compliance documents)~~
 - ~~The organization's management system and performance in high risk areas~~
 - ~~Organization's control of the organization's processes~~
 - ~~Internal auditing and management review~~
 - ~~Management responsibilities for the organization's system~~
 - ~~Link between the normative requirements, actual professional practices and legal provisions with the organization's Management System~~
 - ~~Compliance documents, its applicable legal requirements, regulations, conditions of persons, products, services, performance and compliance with the respective requirements~~
 - ~~Structure, flow chart for the organization in terms of activities~~
 - ~~Review of policies based on requirements, compliance during the process audit~~
 - ~~Handling of complaints~~
 - ~~The effectiveness of the management system in the light of internal and external changes and its control and resources and applicability of the system of standards~~
 - ~~To evaluate the continuing and effectiveness of the Management System in meeting the organization's objectives and operational level of compliance~~
 - ~~To identify areas for potential improvement of the Management System~~

Principal
Thakur Ramnarayan College of Law
S.V. Road, Dahisar(E), Mumbai-400068



Audit Scope: To evaluate the Organization's compliance / equipment systems, for the scope of Certification against the applicable standards.

Audit Purpose: To arrive at appropriate conclusions based on the audit findings & observations noted during the Audit.

Auditing Methodology:

- For the current audit, the work items / responsible for evaluating the audit will be prepared & will be reviewed.
- Audit is conducted on systematic basis, following an evaluation for compliance against the applicable standards / requirements specified.
- Verification of the status of the previous audit findings.
- Use of groups for selection of auditors based on availability of processes, circumstances, and other factors to meet the audit objectives.
- To the extent of possible, audit findings, which are pending / outstanding for 12 months, are reviewed / discussed with management to the extent of possible, audit findings, which are pending / outstanding for 12 months, are reviewed / discussed with management to the extent of possible.
- To verify the audit evidence, including the computer based systems (such as ERP, SAP, etc).
- To verify the audit evidence, including the computer based systems (such as ERP, SAP, etc).
- To verify the audit evidence, including the computer based systems (such as ERP, SAP, etc).

Key Personnel / Resources available for the audit using IT based on the information provided in the IQMS Form 18 (2):

- Computer with necessary software installed for the audit.
- Key Audit / System auditors.
- Competence of the personnel using IT and available for the audit.
- Availability of data records / ERP for the audit.
- Any other IT based systems / IT based systems / IT based systems.
- Any other IT based systems / IT based systems / IT based systems.

Based on the noted information for resources available for conducting the audit, the following are the key personnel / resources available for the audit using IT based on the information provided in the IQMS Form 18 (2):

Audit Conclusion:

- It shall be based on the achievement of audit objectives.
- If the achievement of audit objectives is not achieved due to use of IT, then the audit shall be considered as not completed for the audit objectives / objectives for the audit.
- For the audit.
- Verification of status of certification.

Audit Team Details:

NAMES & INITIALS	ROLES	Matrix No.	E-Mail	
Mr. V A Kamath (VAK)	Team Leader	PTL - Man-days as auditor is taken into account.	9E13064600	setish.v.a@gmail.com
Mr. NILESH VISHNU BHOGARE (NB)	Prov Auditor	Provisional auditors (PA) in team can't perform the audit independently. PA Man-days is not to be taken into account.	0B10309753	nilesh.v.bh@gmail.com
	Industry Expert	NOT TO ACT INDEPENDENTLY AS AUDITOR.		
	Evaluator			

Audit Schedule Details

Note:

- CORE PROCESS TO BE AUDITED BY COMPETENT PERSON IN TEAM AS PER AAF / DATA BASE IN IQMS.
- ENSURE LEGAL REQUIREMENTS ARE COVERED BY COMPETENT PERSON FOR THE ACTIVITY. IN CASE, LEGAL COMPLIANCE IS DECENTRALIZED, TO BE DISCUSSED WITH COMPETENT PERSON FOR ADEQUATE COVERAGE.
- AUDIT DURATION SHOULD BE FOR 8 Hrs EXCLUDING BREAK & TRAVEL TIME.
- AVOID ALLOCATION OF MORE THAN 1 AUDITOR FOR A SINGLE PROCESS OR FUNCTION, EXCEPT IN CASE OF TOP MANAGEMENT, SHIFT AUDITS.
- PROVISIONAL AUDITORS SHOULD NOT BE ALLOCATED ANY PROCESS TO AUDIT INDEPENDENTLY.



Principal
Thakur Ramnarayan College of Education
SV Road, ...



Date	28/01/2023		
Time	VAK+NB		
0930 -1000	Opening Meeting		
1030-1100	Top Management (Cl 4.5,5, 9,10)		
1100-1200	MR / QMS performance (Cl. 6, 9,10)		
1200-1330	Core Process including D & D (Cl. 8.1,5.3, 8.5)		
1330-1400	Lunch		
1400- 1500	Core Process & Customer related Process (Cl. 8.1,8.5, 9.1.2)		
1500-1600	Examination (Cl. 8.7, 9.1)		
1600-1630	External Providers (Cl. 8.4)		
1630-1700	Admin/HR (Cl.7.2)		
1700-1730	Placements (Cl. 8.5.5,)		
1730-1800	Closing Meeting		
<p>Note: Organization is requested to ensure that "Personnel responsible for monitoring employees' health, for example, doctors, nurses and or any nominated / authorized representative of the organization are requested to be present during opening and closing meeting"</p>			
<p>The Personnel who will be interviewed during Audit. (Based on the Scope of certification and scheme).</p>		<p>Shop floor personnel / Operational Personnel involved in critical process / functions / Company workers / Contract workers / Personnel involved in or with Outsourced activity interested party representatives.</p>	
		<p>Personnel responsible for monitoring employees' health, for example, doctors, nurses and or any nominated / authorized representative of the organization</p> <p>As felt appropriate, include any other personnel based on the organization being audited.</p>	
<p>Coverage of shift audit: Audit after regular working hours Audit during 2nd Shift - 3rd Shift (Night shift).</p>		<p>Date, Time, Process / Functions to be audited.</p> <p>Nil</p> <p>If not audited / applicable, state justify: No night shift</p>	

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 the Audit Schedule the audit team composition will be considered as deemed accepted.

Should you require any further information about the audit team and audit structure, please feel free to contact us/signed.

Thanking you,

For Indian Register Quality Systems

Mr. V A Karnath
Team Leader

Principal
 Thakur Ramnarayan College of Law
 S.V. Road, Dahisar(E), Mumbai-400068





Indian Register Quality Systems
 (A Division of IRCLASS Systems and Solutions Pvt. Ltd.)

Audit Report For QMS / EMS / OHS / IMS Schemes(s)

IR IQS FORM-102-16
 CIP Date: 16-03-2022
 Developed by: NR
 Approved by: HEAD-IQS

01)	Name of the Client	M/s Thakur Ramnarayan College of Law			
02)	Address of HQ & Sites	Thakur Ramnarayan Educational Campus, Swami Vivekanand Road, Dahisar East, Mumbai-400068			
03)	File Number	T/7134/Q			
04)	Name of "Head of Organization" / Unit	Dr. A. K. Singh-Principal			
05)	Name of Organization Representative coordinating with CR	Ms. Urmila Chauhan			
	Names of the management legally responsible for occupational health and safety, personnel responsible for monitoring employees health and employees representative(s) with responsibility for occupational health and safety. [Applicable for OHSMS]	NA			
06)	Audit Criteria (Strike out the standard not under audit)	QMS ISO 9001	QMS-EMS ISO 22000	EMS ISO 14001	OHS ISO 45001
		<ul style="list-style-type: none"> Applicable legal & other requirement. Organization's procedures & documented information in line with the respective standards. 			
07)	Date of Audit	28 th January 2023			
08)	Type of Audit (Strike out the standard not under audit)	Stage 2/ Renewal/ Surveillance #1 / Scope extension / Scope reduction / Follow-up / Transfer / Special Audit for specific selected areas Audit Objectives "ad- joint / Combined / Integrated / Separate - onsite			
09)	Audit Objective	c) Surveillance Audit: is to evaluate the effectiveness for maintenance of the organization's implemented management system for the above criteria covering the following: <ul style="list-style-type: none"> Internal audits and management review; A review of actions taken on nonconformities identified during the previous audit; complaints handling; Effectiveness of the management system with regard to achieving the certified client's objectives and the intended results of the respective management system (s); Progress of planned activities aimed at continual improvement; Continuing operational control; Review of any changes; Use of marks and/or any other reference to certification 			
	NOTE:	To verify the above audit objectives, in case of Remote audit carried out using ICT facility for gathering the audit evidences by utilizing the computer-assisted techniques such as MS Teams, Skype, Video-conferencing, webinar, information available in soft etc. as applicable.			
10)	Changes to the audit objectives, audit scope or audit criteria (e.g. physical location, organizational units, activities and processes), if any: Please attach "Notice of Change"	Nil			
11)	Comment on the confirmation of the information provided (by the organization, including "Pre-audit information"/Auditor Allocation Form)				
	Scope of Certification	To Deliver Higher Education in Undergraduate Degree Programmes in The Faculty Of Law As Per Norms And Standard Of The University Of			
	Number of sites	One			
	Travel Time between the sites	NA			

dk

Number of employees associated with scope of certification (For Effective Number of Employees)	14						
Current certification & its validity	IRQS/220100132 valid till 10 th Feb 2025						
Design & development	Not Applicable						
Working in shifts	Single Shift.						
Regular working hours							
Externally provided processes, products and services (Outsourced)	AMCs of ACs, Photocopying machines, Water purifiers, sound system, refrigerators, Fire fighting systems, Security system, Canteen						
Pre-audit information	Audit carried out "ONSITE"						
12) Audit Team Details (Team Leader, Team Member, Provisional Auditor, Provisional Team leader, Evaluator, Industry Expert Any accompanying persons, e.g. Guides, Observers, Translator, Facilitator etc.)	<table border="1"> <thead> <tr> <th>Name</th> <th>Role</th> </tr> </thead> <tbody> <tr> <td>Mr. V A Kamath</td> <td>TL+IE</td> </tr> <tr> <td>Mr. Nilesh Bhogare</td> <td>PA</td> </tr> </tbody> </table>	Name	Role	Mr. V A Kamath	TL+IE	Mr. Nilesh Bhogare	PA
Name	Role						
Mr. V A Kamath	TL+IE						
Mr. Nilesh Bhogare	PA						
13) Audit conducted at [Physical location(s) as applicable]	Address						
Head office	Thakur Ramnarayan Educational Campus, Swami Vivekanand Road, Dahisar East, Mumbai-400068						
Permanent site(s)	--						
Temporary site(s)	--						
Date of Audit	28 th January 2023						
Functions/Process(es) /Activities audited at the location/site	Top Management, MR process, Admission, Teaching & Learning, Design, Examination, Placement, Purchase						
14) To comment:							
a) Any deviation from audit plan and their reasons (if yes, please justify)	<p>→ Nil</p>						
b) Upon any adverse conditions faced during the audit (e.g. power outage, fire, flood, specifically related to the condition of the site affecting the auditing activities)	<p>→ Nil</p>						

Audit Findings

SEC A : Comments on the Effectiveness for the Closure of Previous Audit Findings:

Scheme & Clause No.	Findings	Comments on the effectiveness for the closure
--	--	--

SEC B : Management System(s)

a) Scope of Certification: (If Multi-site audit, then scope as applicable at each site should be verified (for Stage 2 from Stage 1 Audit Report and for Subsequent audit against the issued Certificate) & reported)	
→ General scope as required on the final "Certificate of Approval"	To Deliver Higher Education In Undergraduate Degree Programs In The Faculty Of Law As Per Norms And Standard Of The University Of Mumbai
Scope of Head Office	As above
Scope of Site	NA



Scope Support (site(s) / Location(s) / Party)	NA
Non-Applicability of Clauses & Justification for the same	Cl. 8.3 – Design & Development- This is not applicable for Scope selected, since Mumbai University give all guidelines for each course.

Justification for the scope of certification [Brief description for scope verification highlighting on the process flow / activities involved for the scope. Provide at least one example for scope of certification.]

THAKUR RAMNARAYN COLLEGE OF LAW, (TRCL) Swami Vivekanand Road, Dahisar (East), Mumbai 400068, India is a part of Thakur education Trust. It imparts a rigorous and multi-disciplinary legal education with a view to producing world-class legal professionals, scholars and public servants. TRCL offers 5 years B.L.S.LL. B, 3 years LL. B and 2 years LL.M program in addition to that TRCL also offers 6 months certificate program in corporate Law.
The status of TRCL is that of a 'Minority Institution' for the 'Hindi Linguistic Community'. The primary aim of the institution is to impart legal knowledge and prepare the students for various careers in law and moulding the overall personality of the students."

LLB - 5 Year course (After 10+2): Information brochure for Online Maharashtra Govt CET was issued, was given wide publicity and results were declared. Brochure specified all details such as eligibility, reservation, type of Category seats etc. Central Admission process (CAP) was introduced by MH Gov. Merit List was issued by MH. Gov. Classes online were conducted as per timetables. e.g. Ms. Tiwari Shreya Ramakant was admitted under minority quota. Application No. L 5221071129 admitted to FYBLS with roll no. B -097. All documents checked, including Anti Ragging policy and Attendance rule acceptance.

LLB - 3 Year Course- (after Graduation) Admission process – information brochure for Online Maharashtra Govt CET was issued, was given wide publicity and results were declared. Brochure specified all details such as eligibility, reservation, type of Category seats etc. Central Admission process (CAP) was introduced by MH Gov. Merit List was issued by MH. Gov. Classes online were conducted as per timetables. Exams were conducted as per timetable issued between 19th to 22nd December 2022. Syllabus coverage was verified at intervals. First two years exams are conducted by TRCL while final year Exams are conducted by university.

TRCL followed similar procedure for conduct of classes, exam schedule etc.

Summary of Site Visit:
TRCL has Classrooms with each 60 seating capacity for each year of both 3 year and 5 year LLB courses. In addition, Moot Court of 100 seating capacity, replicated on Supreme Court of India, a Parliament, replicated on Lok Sabha with seating capacity of 150, conference hall, Seminar hall, digital library, Regular library, Admission process area, Principal Office and other faculty rooms available. This College uses Trusts Ground Floor and 2 floors to conduct the teaching process out of Trust's 7 story building.

b) Process of understanding & review of the needs and expectation of interested parties
Interested Parties are : Statutory bodies – Mumbai University, Bar Council, Students, Faculty, Employees, Student's Parents and Society at large
Interested parties and their needs and expectations are identified and documented. Interested parties are Students, S & R bodies (Mumbai University, Bar council), faculty, parents, ext. providers, Industry.
Student needs are quality education & placement after completion of course, regulating bodies expectation – transparency, timely completion of reporting and application for continuation of affiliation, Faculty – career prospects

c) Methodology of identification, assess of compliance obligations [i.e. applicable Legal (Statutory / Regulatory & Other) requirements]
University of Mumbai – Approval -AFF/ICD/2016-17/195 dt 19.09.2016. Approval for 60 students L.L. B.-3 Years & 60 Seats for LL. B. 5 Years. Initially one batch and later Letter from Joint Director, Higher Education, Mumbai Region /2019-20/1370 dt.03/07/2019 granting permission for intake of 120 Students each in L.L.B. 3 YEARS & LLB 5 Years. from Academic Year 2019-20 -Total 120 students per year for 3 years course and 5 years course each was issued. Approval for Each Academic year till 2022-23 was available. College to run on non-Grant basis, self-Financed Institute.
-Initial Approval- Letter of Consent from BAR COUNCIL OF INDIA letter no. BCI:D 820:2017 (LE/STD17/18/19/6/2017) Dated 23/06/2017.

d) Methodology of determination of risk & opportunities related to

- the context of organization,
- Interested Parties
- management systems and its processes/activities

 Give examples of determined risk & opportunities

The commitment & determination towards the process-based management by the top management & team of Professors and various faculties are evident. Close monitoring of

slippages. Many effective initiatives like adherence to the process for improved quality of students' intake, increased number of faculty pursuing higher studies, and visits by many highly qualified Bar council, High court /Supreme court lawyers to participate in College Moot court has beneficial effect on quality of students passing out from the institute.
 End to end monitoring and control is effective. The adherence to the classrooms schedule is ensured, students' performance and progress is monitored and coaching and counselling is provided for weaker students. Effectiveness of faculty is obtained from students for their career growth and where required the are trained. Faculty development program is setup and pursued. Conduct of exams as per schedule is adhered to and results are declared as planned.

- e) A) Brief description of organization processes determined taking into account planning, Monitoring and control of the management processes, change control (management of change) needs to achieve the expected outcome.
 Admission is given by Centralized Admission process by Maharashtra Govt. TRCL being a minority institute, it has some percentage of reserved seats for minority community, which after clearing CET held by MH Gov. issued in CAP round. Final year Exams are conducted by university for 3 years course. TRCL conducts exams as per university norms for internal assessment and marks are added to overall marks in University exams
- B) Control over identified externally provided processes, products and services (outsourced activities).
 Externally provided processes are canteen, visiting faculty, security, Pest Control & AMC of IT. Selection procedure/Contracts are available and used for selection of visiting Faculty, demo lectures conducted with students and other faculty. Other out services are monitored under contract terms & conditions, other monitoring systems are in place.
- C) EMS Life Cycle Perspective (Input -> Processing -> Output)
 An example of Environmental aspect / impact arising out of "Life Cycle Perspective" and any Operational Control measures Directly or Influencing
 Any objective set to minimize the impact of emissions arising out of Aspect - Impact
 NA

f) Process of establishment and monitoring objectives of management system (with few examples for respective management systems audited such as setting of Environmental objectives, target, progress)
 Ten objectives with measurable targets are set up. All were achieved. Examples of objectives are:
 1. To use student-centric methods for enhancing level of students' satisfaction - Target 90% of faculty attain more than 75% level of students- Achieved - 100%.
 2. To provide placement for eligible students who enroll for the placement program - Target 36% - Achieved - 100%.
 Close monitoring is carried out of Objective and plans are made to achieve same.

g) The availability of resources, instrumentation necessary to support the operations & monitoring of management practices.
 Personnel Interviewed, including workers / contract workers
 (The Personnel who will be interviewed during Audit. (Based on the scope of consultation and scheme)
 • Shop floor personnel / Contractual Personnel involved in critical process / activities / Outsource workers / Support workers / Personnel involved in or with Outsourced activity relevant early Hazardousness /
 • Personnel responsible for monitoring employees' health, for example, doctors, nurses and all any personnel / nominated representatives of the organization
 As far as possible, include any other personnel based on the organization being audited.

Name	Designation	Interviewed for	Conclusion Based on interview
1. Dr. A K Singh	Principal	Top Management	QMS knowledge Satisfactory
2. Dr. Urnila Chauhan	Asst. Professor	Teaching & Learning-Degree, MR	QMS knowledge Satisfactory
3. Ms. Moonam Kharal	Asst. Professor	Law Faculty	QMS knowledge Satisfactory
4. Namrata Shetty	Asst. Professor	Law Faculty	QMS knowledge Satisfactory
5. Mr. Rajwant Rao	Asst. Professor	Law Faculty	QMS knowledge Satisfactory
6. Ms. Amrita Sanyal	Asst. Professor	Law Faculty	QMS knowledge Satisfactory
7. Ms. Shruti	Jr. Clerk	Admin/HR	QMS knowledge Satisfactory
8. Mr. Sagar Mistry	Librarian	Library	QMS knowledge Satisfactory

Summary of Health Performance including health objectives: (For all ISO 45001 - OHSMS AUDITS). NA
 h) Methodology of determination & maintenance of organization knowledge necessary for the operations of its processes to achieve conformity of product /service, environmental impact / prevention of injury for the respective management system.
 Regular Library, Digital Library. Regular meetings of legal aid society, encouraging faculty to achieve higher qualification is one of the objectives too.

i) Demonstration of Leadership and commitment towards management system.
 Top management commitment evident, verified through policy, objectives, MRM, R & O evaluation. Roles and responsibilities are well set at various functions, process level objectives and being monitored adequately.

j)	Method / procedure for Corrections and Corrective actions, as applicable for respective scheme, with example No customer Complaints either from parents or students. Feedback is taken from Parents of 5year BL5 course and acted upon. Students have opportunity to approach directly to Principal, if they have any complaints, No NCs were generated in 2 IQAs conducted during year 2022.
k)	Effectiveness of Internal Audit & Management Review INTERNAL AUDIT: Briefly describe the process of conduct of IA, Comment on the competency of IA auditors, Number of internal auditors, Trained for internal auditors, Verification of Audit Programme, Audit Plan. Findings of IA. Briefly Corrective actions and effectiveness of corrective taken for the NC's observations etc. on the outcome of IA. Briefly on the Conduct of IA in an impartial manner, Conclusion on the effectiveness of IA conducted. MANAGEMENT REVIEW: Briefly describe the process of conduct of Management Review, Summary of the conducted and conclusion on the effectiveness of conducted Management review, Improvement, Output
l)	IQA: Frequency Twice per year, Half yearly internal audits planned. Internal audit plan available. All departments and processes included in the internal audit plan as Procedure TRCL/MP/08, Internal audit last carried out on 22 nd Aug 2022. Total auditees: 8, Auditor: 1- All trained by BV in Internal Audit process, e.g. Ms. Moonam Kharat was trained by "Knowledge management Centre" for 2 days course in " IA Training course on ISO 9001:2015" on 1st & 2nd Nov. 2018 and was issued Cert no. 1001/11/2018. Auditors were independent and not involved in any processes which they are involved. Nil NCs were generated during audit. Auditors were trained, Top management was audited. Audit summary Report was available. Audit schedule was available, audit plan for next audit was available. IQA found effective. MRM: Minimum Two MRMs conducted in a year. Last MRM was held on 14 th Sept 2022. Physical meeting was held. Top management was present. Verified Minutes of the MRM conducted on 14.09.2022 prepared by Principal. Procedure TRCL/QMS-PM02 – PM /09 was followed. The MRM chaired by the Principal and attended by all Asst Professors, Admin, Accounts. Minutes of the meeting indicate action to be taken and responsibility for actions. The issues discussed include the following: Action taken on the minutes of the last MRM conducted last year and customer satisfaction, customer complaints, vendor performance, dept wise performance was discussed, process performance, achievement of quality objectives, IQA & NCs, QP and changes requirements if any, review of risk, opportunities for improvement. Resource need was discussed, and adequacy of resources was discussed. MRM was effective.
m)	Examples of improvement/s as a result of correction, corrective actions, breakthrough changes, innovation and reorganization including continual improvement
n)	TRCL following QMS, no complaints received and No NCs were generated in IQA Observations were attended. For continual improvement – Performance of faculty was monitored on Students feedback and student's placement was monitored. Students' feedback on Placement organization was obtained to remove undesirable customers. Customers feedback on students is taken for improvement of syllabus, teaching methods.
o)	Comments on the process of Organization's Management of Change Changes management is discussed by top management and approved after considering, a) Purpose of change b) Integrity of QMS c) Availability of resources d) Allocation or reallocation of responsibilities
p)	Attached Annexure A for Summary of OHSMS : ISO 45001:2018 - Additional (New) Requirements & IAF MD-22 Requirements (IV IRQS-FORM-102-A-OHS)

Yes / No / NA

SEC C : Current Audit Non-conformity

a)	Scheme	NC No.	Clause No.	Statement(s)	Grading of NC (Major/Minor)
b)	No. of Major NCs:	--	--		--
c)	No. of Minor NCs:	--	--		--

SEC D (a) : Maturity Of The Management Systems

Audit Report For QMS / EMS / OHS / IRIS Schemes)

IRIS FORM 307 IS

(i) Level of integration in case of Integrated Management System: NA		
a)	Integrated Documentation (Manual, policy and objectives, procedures, work instruction etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No
b)	An integrated approach to Roles & Responsibilities	<input type="checkbox"/> Yes <input type="checkbox"/> No
c)	Conduct of integrated / approach to internal Audit	<input type="checkbox"/> Yes <input type="checkbox"/> No
d)	Conduct of Integrated Management Reviews considering the risk in business strategy and plan	<input type="checkbox"/> Yes <input type="checkbox"/> No
e)	An integrated approach to systems processes	<input type="checkbox"/> Yes <input type="checkbox"/> No
f)	An integrated approach to continual improvement mechanisms	<input type="checkbox"/> Yes <input type="checkbox"/> No
g)	Organization's personnel to respond to questions more than one management system standards	<input type="checkbox"/> Yes <input type="checkbox"/> No
ii) Comment on the maturity of the management system i.e. about the management system is fully established in the organization and the level of support that it has from senior and top management.		QMS is in Place, Top management supports QMS team, QMS well maintained.
SEC D (b) : Brief comments on Annexure to Questionnaire for Result of the review of the system (over period of certification). (applicable during renewal audits)		NA
SEC E: Comments on Usage of Marks / Logos (Accreditation / IRIS)		
NABCB:		
<ul style="list-style-type: none"> The logo shall not be displayed on buildings and flags. The logo shall not be displayed on vehicles except in publicity material like part of a large advertisement. The logo shall not be used on the visiting cards. Use of logo not permitted on laboratory test, calibration or inspection reports, as such reports are deemed to be products of this context. 		
Neither the IRIS's Logo nor the NABCB's Logo shall be used on the packaging of a product, labels, publicity material, written announcements etc. that in any way suggests that the IRIS or NABCB have certified, approved any products, process or services of the registered client.		
Not Used, Confirmed		
RvA		
<ul style="list-style-type: none"> On reports and certificates of certified calibration, testing and medical laboratories and inspection bodies. On business cards of the certified client's personnel. 		
Not Used.		
Use of Marks / logos (Common for both) : Comments on verification of website for Use of Marks / Logos, display of certificate for its appropriateness and validity on the Client's website, any social media, wherever is applicable, link at the mark logo.		
Not used, Confirmed.		
SEC F (a) : Any Unresolved Issues		Nil
SEC F (b) : Any Other comments / observations		Nil

[Handwritten Signature]

Principal

Thakur Ramnarayan College of Law
S.V. Road, Dahisar(E), Mumbai-400068



SEC G : Audit Program [To be filled for one cycle, up to Renewal]

Any Significant Issues impacting audit program to be recorded

Type of Audit	Stage 1		Stage 2 / Renewal		Surveillance # 1		Surveillance # 2		Renewal	
	Plan	Act	Plan	Actual	Planned	Actual	Planned	Act	Plan	Act
Date Of Audit			Jan 2022	28 th Jan 2022	Jan 2023	28 th Jan 2023	Jan 2024		Dec 2024	
No. of Mandays			01	01	01	01	01		TBD	


*Site(s) [covering Temporary / Permanent] / Department/ Functions / Processes (Please mark [✓] [Tick Mark])	Stage 1		Stage 2 / Renewal		Surveillance # 1		Surveillance # 2		Renewal	
	Plan	Act	Plan	Actual	Planned	Actual	Planned	Act	Plan	Act
Top Management	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
MR / QMS performance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Core Process	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Customer related Process	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Examination	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
External Providers	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
HR & Admin	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Document Review	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Shifts audit (at least once in a cycle, if applicable, Processes to be audited in each shift)	NA	NA	NA	NA	NA	NA	NA	NA	TBD	


(*Sub-Division in the Department, Processes, Sub-Processes, Activities involved & audited under this heading to be specified in the "Site(s) [covering Temporary / Permanent] / Department/ Functions")

Note:

- Stage 1 Audit Programme to be addressed the Number of shifts & audit is carried for at least one of the shifts inside and one outside of regular office hours
- Stage 2 / Renewal / Surveillance Audit : as per the Stage 1 Audit Programme, audit is conducted for at least one of the shifts inside and one outside of regular office hours
- In case of Migration to ISO 45001:2018 - Audit outside of regular office hours, all shifts audits to be conducted during regular office hours during the cycle. In case of migration during surveillance, then during all subsequent for cycle to be covered, if regular office hours during:
 - Surveillance #1 - Then Surveillance #2, renewal and surveillance #1 after renewal
 - Surveillance #2 - Then during Renewal, Surveillance #1 and Surveillance #2

- NOTE:**
- Processes required for verification of applicability of the scope of Certification shall be audited in each shift.
 - Dominant applicable clauses for respective Department/ Functions / Processes to be verified (Refer SEC E - Summary of Conformity).
 - Information required in this Audit Programme is to be updated during First Assessment of the auditee organization in a given cycle i.e. Stage-1 / Transfer / Renewal Audits / Subsequent Audit if there is any modification of scope (reduction / extension) / Site(s) / Department/ Functions if not audited as planned. (to be discussed)
 - Information provided shall remain for guidance purpose only for the Audit Team of subsequent audits in the cycle & hence, shall not be binding w.r.t. additional functions to be audited and / or clauses to be audited in each function to confirm compliance to the respective audit criteria


Principal


Thakur Rajendra Prasad Institute of Technology

SEC H: Effectiveness of audit objectives achievement:
 [Please mark 'Tick - ✓' as applicable for Onsite audit and Remote Audit]

On-site and Remote Audit	Effectiveness		
	Achieved	Not achieved	Remarks on what is not achieved or raised it as NC
Demonstration of Leadership commitment	✓		
Determination of External & Internal issues	✓		
Needs and expectation of interested parties	✓		
Access to legal & other requirements and their compliance	✓		
Process of setting of objectives and achievements	✓		
For Operational control	✓		
Process of Performance monitoring and continual improvement	✓		
Effective conduct of internal audit and Management review	✓		
Process of addressing any changes, Management of change	✓		

REMOTE AUDIT (USING ICT)

The Below Ticked ICT has been used in carrying out audit/assessment and the effectiveness of ICT in achieving the audit/assessment objectives are as noted below:

Based on the input received in IV IQIS-REC-52 A the following ICT were used: (Tick ✓ which were used, any other means if used please include the same for comments on its effectiveness for achieving the objectives).

- Micro Soft Team Meeting
- ZOOM
- Go-To Meetings
- Video conferencing
- WhatsApp video call
- Skype
- Use of Drone

Used to gather objective evidences.	Effectiveness	
	Achieved for	Not achieved or Not fully achieved for
Virtual site visit - based on respective scheme requirements	NA	
Operational activities (EG: Process parameters, Operational control etc.)	NA	
Sharing of Documents, Documented information, Records on Screen	NA	
Interview with personnel	NA	
Uninterrupted connectivity throughout audit duration	NA	
Overall Audio / Video clarity	NA	
Sharing of photos	NA	
Documents through mails in time	NA	
Maintain integrity of the audit / assessment process	NA	
Usage of Drone	NA	
Objectives of Current Type of audit as noted above under Section 9 of this report	NA	
Any other additional information from FORM 52 A / observations	NA	

Based on the above:

Additional ManDay required to cover the processes for which objectives not fully achieved

YES
(Please mention any audit activities that would be required)

NO ✓

Audit Programme amended:

YES
(Please amend the audit program accordingly with appropriate justification)

NO ✓

SEC is Recommendation;
 [Please mark 'Tick - ✓' as applicable]

01)	<p>Based on the audit findings verified through Off-site audit / On-site audit/Remote audit, it is concluded that:</p> <ul style="list-style-type: none"> - the audit objectives as identified under <input type="checkbox"/>9(a); <input type="checkbox"/>9(b); <input type="checkbox"/>9(c); <input type="checkbox"/>9(d), have been fulfilled - the effectiveness of the management system has the capability to meet applicable requirements and expected outcomes. - Certification Scope is appropriate - Satisfactory conduct of internal audit and management review process <p>NOTE: "In case of absence of objective evidence for all activities of Scope of certification", on a case to case basis conditional grant of certification or reduction of scope will be undertaken in concert with Operations Head/Head-IQOS (Top management), to be communicated accordingly under recommendation.</p> <p>And recommend for :- (If a situation arise as noted under the note then the conditional recommendation to be made as given above & not recommend for issuance / continuation of the certificate)</p> <p>a) the issuance "Certificate of Approval" for ISO 9001:2015 / ISO 14001:2015 / ISO 45001:2018</p> <p>b) the issuance "Certificate of Approval" with continuation for ISO 9001:2015 / ISO 14001:2015 / ISO 45001:2018</p> <p>c) continuation for "Certificate of Approval" for ISO 9001:2015 / ISO 14001:2015 / ISO 45001:2018</p> <p>d) revocation of suspension and continuation of "Certificate of Approval" for ISO 9001:2015 / ISO 14001:2015 / ISO 45001:2018</p>	<p style="text-align: right;">✓</p> <p>NA</p> <p>NA</p> <p>YES</p> <p>NA</p>
02)	<p>Based on the audit findings verified through Off-site audit / On-site audit/Remote audit, it is concluded that:</p> <ul style="list-style-type: none"> - the audit objectives as identified under <input type="checkbox"/>9(a); <input type="checkbox"/>9(b); <input type="checkbox"/>9(c); <input type="checkbox"/>9(d), the effectiveness of the management system could not be evidenced for the noted non-conformities, hence, recommend for:- <p>a) the issuance "Certificate of Approval" for ISO 9001:2015 / ISO 14001:2015 / ISO 45001:2018 subject to satisfactory closure of non-conformities on or before</p> <p>b) the continuation for "Certificate of Approval" for ISO 9001:2015 / ISO 14001:2015 / ISO 45001:2018, subject to satisfactory closure of non-conformities on or before</p>	<p>NA</p>
03)	<p>Based on the audit findings verified through Off-site audit / On-site audit/Remote audit, it is concluded that:</p> <p>the audit objectives as identified under <input type="checkbox"/>9(a); <input type="checkbox"/>9(b); <input type="checkbox"/>9(c); <input type="checkbox"/>9(d), effectiveness of the management system could not be evidenced for the noted Major / Minor non-conformity(ies), hence recommends for the</p> <p>a) follow-up visit for closure of major NC(s)/ minor NC(s) requiring closure based on the site visit, before</p> <p>b) follow up of audit before</p>	<p>NA</p>
04)	<p>Based on the audit findings verified through Off-site audit / On-site audit/Remote audit, it is concluded that:</p> <ul style="list-style-type: none"> - the audit objectives as identified under <input type="checkbox"/>9(a); <input type="checkbox"/>9(b); <input type="checkbox"/>9(c); <input type="checkbox"/>9(d), effectiveness of the management system could not be evidenced for the noted Major non-conformity(ies) (indicating breakdown of management system or major impact on environment or high potential of an incident which may result in injury/illness). - In case, if absence of objective evidence for all activities of Scope of certification", on a case to case basis conditional grant of certification or reduction of scope will be undertaken in concert with Operations Head/Head-IQOS (Top management), to be communicated accordingly under recommendation. <p>Hence recommends fast track review (may lead to suspension or withdrawal of certification).</p>	<p>NA</p>

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Instructions for Corrective Action Plans Submission:

Responsibility: It is IRQS's client's responsibility to provide complete and timely responses to finding reports.

Non Conformance submission:

- For the date of NC the following to be complied by the client:
 - Correction, Root Cause & Extent Analysis, Evidences of Implemented Correction & Corrective Action, for Verification of effectiveness of implemented Correction / Corrective Action
- Time Frame of the same:
 - For Major NC - within 30 Days, for Minor NC - within 60 Days

NOTE 1: If not submitted within the above time frame then the certificate will be attended for Suspension Process.
 NOTE 2: The Close-out of the following

- Major NC to be completed within 30 Days from the date of audit
- Minor NC to be completed within 30 Days from the date of audit

NOTE 3: Major nonconformities typically require on-site verification of corrective action unless specified by the Auditor. Follow up audit shall take place within 60 days from the last day of the audit activity to IRQS.
 All findings shall be closed before a recommendation for certification can be made.

NOTE 4: In case of issuance of any Major NC or any other situation during surveillance audits and/or verification audit(s), team leader requires to recommend a fast-track review by IRQS which may lead to suspension or withdrawal of certification.

Disagreement with an audit finding/s:

IRQS Appeals and Control procedure is to be used by the clients for resolving the issue.

Disclaimer:

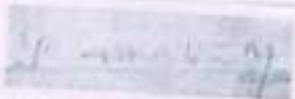

Audit methodology was sample based. Random Samples were chosen from the areas covered in the scope. This is to assess suitability and effectiveness of Management System. Any sampling carries certain amount of uncertainty in auditing. Whenever the ICT facility used for gathering audit evidences the risk associated with poor connectivity of audio / video are to be taken account for uncertainty in auditing. Audit recommendations are subject to an independent review prior to a decision concerning the awarding, renewal of certification or follow-up / re-audit.


Confidentiality

We assure that the information obtained during the audit will be maintained with utmost confidentiality. Appeal: Our system has a provision of appeal with regards to audit process, performance of auditors and audit reports. The client has every opportunity to appeal, dispute or complain against the decision of the auditors.

Should you wish to Contact IRQS in relation to any queries

Indian Register Quality Systems
 Head Office: 2-Floor, New Building, 52 A, Adi Shankaracharya Marg,
 Opp. Powai Lake, Powai, Mumbai - 400 072.
 Website : www.irqs.org
 Tel. No. +91 22 30510900/ 71199800 Fax No. : + 91 22 2570 3611

Team Leader Name	Mr. V A Kamath	Signature & Date  29.01.2023
Auditee Representative Name	Dr. A K Singh	Signature & Date 


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OF SHIPPING EXRS

Indian Register Quality Systems
(A Division of IRIQS Systems and Solutions Pvt. Ltd.)

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

Page 1 of 3

IRIQS FCIPAT 18 CR

EIT Date

19-02-2022

Developed by

NR

Approved by

HEAD-IRQS

Name of the Client: **M/s Thakur Ramnarayan College of Law**

Address: HO Thakur Ramnarayan Educational Campus, Swami Vivekanand Road, Dahisar East, Mumbai-400068.

File No.: T/7134/Q

Site: --

Date: 24th Jan 2023

Kind Attn.: **Ms Urmila Chauhan**

Designation: **MR**

Contact No.: 9618519895

Audit Criteria(s) [Standard(s)] (Strike out the standard not under audit)

QMS (ISO 9001)

QMS-EMS (ISO 22400)

QMS-OHS (ISO 24001)

E-mail: Urmila Chauhan
urmila.chauhan@irqs.org.in

- Applicable legal & other requirements.
- Organisation's procedures & documented information in line with the respective standards.

Type of Audit: (Delete whichever is not applicable)

~~Stage 1 / Stage 2 / Renewal / Surveillance 01 / Follow-up~~
Joint / Combined / Integrated / Remote

Date of Audit

From 28/01/23 To 28/01/23

Scope:

To Deliver Higher Education In Undergraduate Degree Programmes In The Faculty Of Law As Per Norms And Standard University of Mumbai.

Audit Objectives to verify: (Delete whichever type of Audit is not applicable)

Step 2 - General Conformance

- Information and evidence shall demonstrate compliance with all the applicable requirements of the standards, management systems, regulatory and contractual obligations.
- Performance monitoring, measuring, reporting and reviewing against the requirements of various management systems shall be carried out in order to ensure compliance.
- The Organisation's management system shall be designed to comply with the standards.
- Overall Conformance of the Organisation's processes.
- Specific activities and management system.
- Management responsibility for the Organisation's activities.
- Links between the normative requirements, actual requirements, standards and legal requirements shall be established. The Organisation shall demonstrate compliance with the requirements of the standards, regulatory, contractual and other obligations.
- Requests for deviations to the requirements of standards.
- Review of additional legal and contractual obligations for the Organisation.
- Handling of complaints.
- The effectiveness of the management system in achieving the fulfilment of the contractual obligations and the requirements of the standards shall be demonstrated.
- To evaluate the Adequacy and Effectiveness of the Management System in meeting the Organisation's objectives and requirements of the standards.
- To identify areas for improvement in management system.

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Date	28/01/2023	
Time	VAH+NB	
0930 -1000	Opening Meeting	
1030-1100	- Top Management (Cl. 4.5.6, 9.10)	
1100-1200	MR / QMS performance (Cl. 6, 9, 10)	
1200-1330	Core Process including D & D (Cl. 8.1, 8.3, 8.5)	
1330-1400	Lunch	
1400- 1500	Core Process & Customer related Process (Cl. 8.1, 8.5, 9.1.2)	
1500-1600	Examination (Cl. 8.7, 9.1)	
1600-1630	External Providers (Cl. 8.4)	
1630-1700	Admin/MR (Cl. 7.2)	
1700-1730	Placements (Cl. 8.5.5.)	
1730-1800	Closing Meeting	
<p>Notes: Organization is requested to ensure that "Personnel responsible for monitoring employees' health, for example, doctors, nurses and or any nominated / authorized representative of the organization are requested to be present during opening and closing meeting"</p>		
<p>The Personnel who will be interviewed during Audit. (Based on the Scope of certification and scheme)</p>	<p>Shop floor personnel / Operational Personnel involved in critical process / functions / Company workers / Contract workers / Personnel involved in or with Outsourced activity interested areas (supervisors, etc.)</p> <p>Personnel responsible for monitoring employees' health, for example, doctors, nurses and or any nominated / authorized representative of the organization</p> <p>As felt appropriate, include any other personnel based on the certification being audited.</p>	
<p>Coverage of shift audit:</p> <ul style="list-style-type: none"> - Audit after regular working hours - Audit during 2nd shift - 3rd shift (Night shift). 	<p>Date, Time, Process / Functions to be audited</p> <p>Nil</p> <p>If not audited / applicable, please justify. No night shift</p>	

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 notify the undersigned (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/or the schedule, please feel free to contact the undersigned.

Thanking you,

For Indian Register Quality Systems

Mr. V A Kamath
Team Leader



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Best Practice II

Service to the Society through
Legal Aid Cell

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Legal Awareness Campaign on the occasion of World Day of International Justice

2022-2023

Ministry of Law, Government of India

CSMT Railway Station

GLOBAL CARE FOUNDATION

World Day of International Justice

LEGAL AWARENESS CAMPAIGN @ CSMT RAILWAY STATION

150 Law Students Reached

3000+ Beneficiaries Reached

GCFMumbai | www.globalcarefoundation.com


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REPORT

TOPIC: Legal Awareness Campaign by students on CSMT Railway Station.

ORGANIZED ON: 27th July, 2022

BY

Legal Aid Cell in association with Global Care

THAKUR RAMNARAYAN COLLEGE OF LAW

30.7.2022

- * **Faculty In charge and Convenor for the event:** Asst. Prof. Amrita Saanyal, Asst. Prof. Subhash Patil
- * **Report Prepared by:** Urvasi Saboo, Student (S.Y.B.L.S./LL.B.)
- * **Edited and updated by:** Asst. Prof. Amrita Saanyal

BACKGROUND

- **Reason/Objective-** The objective of the event was to enlighten the public with their rights and the schemes of District Legal Service Authority
- **Conducted under-** The event was organised by Legal Aid Cell of the Thakur Ramnarayan College of Law along with Global Care Foundation and DLSA.
- **Usefulness-** The Students interacted with commuters at the CSMT station which helped them shed their inhibitions and develop communication skills. They collected data from the people and also made them aware of their rights under the guidance of the lawyers from Global Care. They had to prepare from the pamphlets given in advance to them. This event broadened the horizon of the students and made them socially conscious and empathetic.
- **Expected Outcome-** The expected outcome of the event was to make students realise their social duty as members of a noble community of lawyers. This would help in making them confident as well as empathetic. This event was also the build a bridge between DLSA and the community.

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DETAILS OF THE EVENT AND PARTICIPATION:

1. Date of release of the Poster	22 nd July 2022
2. Mode of Conduct	Offline
3. Total Registrations received	76
4. Feedback Received (Major focus group is TRCL students)	Feedback of students was really positive. Everyone learnt and enjoyed a lot.
5. Number of Teachers	2
6. Number of Students	76

CONDUCT OF THE PROGRAM

Number of meetings, sessions conducted to organise the program and the working committee behind the session:

Number of meetings held to organise the program	Details of the meetings
3	First meeting was organised in Principal Sir's office with representative from Global Care Foundation.
	The second meeting was conducted to allow the committee members with their works for the event in offline mode.
	The third meeting was conducted with the participating students in Moot Court to brief them about the nature of work at the event.

FLOW OF THE EVENT:

Students and teachers reported at the given place at 9:00 a.m. At 9:30 they attended the launch Ceremony and Program and thereafter moved for the campaign on the railway station premises from 11 a.m. onwards. The students were divided in groups of two and they then distributed Maharashtra State Legal Services Authority's various scheme pamphlets and other awareness material.

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Apart from Thakur Ramnarayan College of Law few other colleges were also part of the campaign. The campaign went till 3:00 p.m after which the collected data was handed over to Global Care representatives.

**World Day of
International Justice**
LEGAL AWARENESS CAMPAIGN @ CEMT RAILWAY STATION

150 **3000+**

GCPMumbai www.globalcarefoundation.com

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Training Workshop for using Internet Banking for Senior Citizens, Vasai



REPORT

FREE TRAINING WORKSHOP FOR SENIOR CITIZENS

Committee : Legal Aid , Thakur Ramnarayan College of Law

Date of conduct: 17th - 18th September 2022

Venue: Senior Citizens Welfare Association

Number of Participants: 5

VISIT SUMMARY

A team of five students from Thakur Ramnarayan College of Law joined hands with Senior Citizens Welfare Association, Vasai to provide free training on social media and the safe use of internet for Banking purposes. Purushottam Pawar, founder of Jagaruk Nagaruk Sanstha Vasai, presided over the session with an audience of nearly 50 senior citizens who were present during the session.

This session was preceded by a short presentation on information and training, which included information and training regarding YouTube, Facebook, Google Location, Mobile Banking, and many other applications. Moreover, students were able to train senior citizens about how to use secure online transactions as well as how to book a cab, edit photos, and use a digital locker. As the session came to a close, Purushottam Pawar delivered the vote of thanks, and he gave special acknowledgement to students of our college.


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“Legal Literacy & role of Students Fundamental Rights & various types of Writ”



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In association with District Legal Services Authority

Live Webinar on-
*“Legal Literacy & role of Students
Fundamental rights & various types of Writ”*



Date: 26th September, 2020 & Time: 10:00 am- 11:30 am

***** ❖ *****

Resource Persons:-

Mr. Vikramsingh Bhandari



**BA LLM, (Batch 2006),
Secretary/Judge, District Legal
Services Authority Mumbai
Suburban**

Adv. Rajiv Shah



**Empaneled with High Court Legal
Services Authority, DLSA and
Mumbai Suburban Legal Services
Authority and currently he has created
global study group on “Cloud Act**

Register Now: <https://forms.gle/4CYohed8aiFvXwDR1>

After Registering Join the telegram Link:
<https://t.me/qinchat/AAAAA5f5mFwNisabC3MGog>




E-Certificates shall be provided

www.trcl.org.in

Join us on




Presided by **Dr. A.K. Singh**
LL.M., PH.D.(LAW)
Principal



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REPORT

**TOPIC: LEGAL LITERACY & ROLE OF STUDENTS
FUNDAMENTAL RIGHTS & VARIOUS TYPES OF WRITS**

ORGANIZED ON: 26th September, 2020

BY

THAKUR RAMNARAYAN COLLEGE OF LAW

26th September, 2020

- * Faculty Incharge and Convenor for the Webinar: Ms. Urmiladevi Chauhan, Assistant Professor
- * Report Prepared by: Tanya Sinha Student TYBLS/LLB.
- * Edited and updated by: Ms. Urmiladevi Chauhan, Assistant Professor

BACKGROUND

- **Reason/Objective-** Webinar was conducted with the objective of providing knowledge regarding the Fundamental rights of our country along with types of writs as well as Brief description about Legal Literacy and role of students.
- **Conducted under-** The guest speaker for the program was Mr. Vikram Singh Bhandari (Secretary/Judge, District Legal Services Authority Mumbai Suburban) and Adv. Rajiv Shah (Empowered with High Court Legal Services Authority, DLSA and Mumbai Suburbs Legal Services Authority).
- **Usefulness-** The webinar was an interactive webinar and it was conducted to make it useful for the students by understanding of the Legal Literacy and student's role in that along with brief understanding about the Fundamental Rights and types of writ available.
- **Expected Outcome-** The expected outcome of the program was to enlighten the students about the aforesaid topics in this time of Covid-19 where students were able to gain knowledge by sitting at home.

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DETAILS OF THE WEBINAR AND PARTICIPATION:

(Note: The changes in tabular format are only for the report prepared for webinars only)

1. Date of release of the Poster	14 th September 2020
2. Mode of Conduct	Google meet
3. Total Registrations received	131
4. Feedback Received (Major focus group is TRCL students)	87
5. Number of other delegates:	-
6. Number of delegates from other colleges	-
7. Number of delegates from other states than Maharashtra	-
8. Concurrent Peak Viewers during Live Streaming on YouTube	-
9. Total View as on 26 th september, 2020 on YouTube	-
10. Total Participants on Google meet	187
11. Number of Teachers:	03
12. Number of Students:	182

DETAILS OF RESOURCE PERSONS AND OTHER DIGNITARIES

Name and designation of resource person	Lecture/Talk delivered
Mr. Vikramsingh Bhandari	Speaker
Adv Rajiv Shah	Speaker

CONDUCT OF THE PROGRAM

Number of meetings, sessions conducted to organise the program and the working committee behind the session:

Number of meetings held to organise the program	Details of the meetings
04	Formal calls conducted to invite sir and discuss the logistics.


Principal





BRIEF INTRODUCTION AND DISCUSSIONS DURING THE SESSIONS

Thakur Ramnarayan College of Law conducted a Webinar on 26th September 2020 on the
Topic- Legal literacy & role of students and fundamental rights & various types of writs

"Resource person for the webinar was our esteemed Guest-Speaker Mr. Vikramsingh Bhandari Sir and Adv Rajiv Shah.

The webinar was conducted at 10:00 A.M through Google Meet.

The Guest-Speaker of the webinar- Mr. Vikramsingh Bhandari Sir and Adv Rajiv Shah sir was warmly welcomed by our fellow student Ms Tanya Sinha.

Ms Tanya Sinha gave a brief introduction about Mr.Vikramsingh Bhandari Sir and Adv Rajiv Shah sir and their excellent career over the years.

A short gist of the topic was also explained to the audience by Ms Tanya Sinha.

Mr.Vikramsingh Bhandari sir proceeded with the Webinar wherein he elaborately covered all the fundamental rights of our country.

Mr.Vikramsingh Bhandari Sir answered few questions raised from the chat box.

Mr. Vikramsingh Bhandari sir concluded his speech and a warm vote of thanks was given by Ms Tanya Sinha for Mr. Vikramsingh Bhandari sir.

Adv Rajiv Shah sir continued and covered various aspects of Legal Literacy and role of students were in he also gave various case laws and judgements which made it easy for the students to understand the concept.

Adv Rajiv Shah sir explained various writs along with illustrations. He concluded his speech and the floor was left open for question & Answer session.

Several questions were raised by Ms. Maitry Kothari on behalf of the participants & the same was briefly answered by our esteemed Guest- Speaker Adv. Rajiv Shah sir.

The Webinar was concluded with a vote of thanks delivered by our Principal Dr. A.K.Singh and later on by Ms Tanya Sinha.

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High Court Visit



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REPORT **HIGH COURT VISIT**

Date – 09/08/2019.

Time – 10:00 a.m. to 1:30 p.m.

Name of the Court – High Court, City Civil & Sessions Court.

Number of Students – S.Y.B.L.S.: 45 & S.Y.L.L.B.: 06

Prepared by – Abhishek Singh (Student: S.Y.B.L.S.)

THAKUR RAMNARAYAN COLLEGE OF LAW organized a court visit on 9th August 2019. The purpose of the visit was to understand the working of a court, the nature of duties of the judicial officers. The visit was to help us understand the role of court in dispensing justice in any case, the role of prosecutors in a case, the way cases proceed in a court, the way judges, prosecutors and defense lawyers handle the case, the relationship of the prosecutors and the police. This gave us an opportunity to understand the actual need of co- ordination in the four pillars of the criminal justice system.

- To understand the working of a court and organization of Public Prosecutor's office
- The nature of duties of the judicial officers
- To help us understand the role of court in dispensing justice in any case
- Filing of charge sheet
- To observe how Public Prosecutor is opening cases
- Role of Public Prosecutor on the point of framing charge
- Role of Public Prosecutor in recording statement of witness
- Role of Public Prosecutor in cross examination
- Role of Public Prosecutor in recording the statement of Investigating Officer and expert.

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- Role of Public Prosecutor is submitting charge sheet
- To understand how processes are issued and delivered
- To understand the role of a court clerk.

All the students were told to report at 10:00 a.m. As we reached the court we had to go through the security checking. The security at the entrance was tight. We had to pass through a metal detector and our bags were passed through a screener. Anything suspicious was checked. There were hundreds of ordinary people like us talking among themselves and with lawyers. Some were getting their case papers typed. While everyone was busy only we seemed a bit lost, literally and figuratively.

We were divided into 4 groups and entered into respective court rooms and quietly sat down on the audience bench. After all, it was the highest seat of law, and we were strictly instructed to maintain decorum. We were amazed to see dozens of advocates moving to and fro, while some just sitting waiting for their turn.

After that, we were showed and explained how the court actually functions. To begin with, is the Affirmation Department where a where a plaintiff has to first file a case, known as a 'civil suit'. Here, our case papers have to be signed in front of a court officer, to confirm that it is us who are filing the suit. Filing the criminal cases is taken care by the police.

From there, the case papers are passed to the Lodging or Board Department. The officers there, known as associates of judges, verify the papers and see if anything objectionable is to be deleted from the papers. Once the mistakes are rectified, a 'Pukka' number, or the case number is given. Which means our case is now ready to be heard in the court. We then saw the Probate Department, which deals with the cases on personal and commercial wills. If we want to get a particular will executed, we have to file an application in the high court, and get a succession certificate. Only then can we get the benefits of the will.

The visit was very prestigious and knowledgeable ...!!!!

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YERWADA JAIL VISIT



Principal

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S.V. Road, Dahisar(E), Mumbai-400068





REPORT ON YERYADA JAIL VISIT

08th FEB 2020

ORGANISED BY

THAKUR RAMNARAYAN COLLEGE OF LAW

BACKGROUND

Reason/Objective- To provide students opportunity to visit a correctional facility to dispel any myths that have been created or fostered by the media.

- **Expected Outcome** - Visit adds that real world experience to what we talk about in the classroom.
- **Expected to increase**- Students are expected to increase their awareness with respect to jail prisoners and their rights.

BRIEF INTRODUCTION

On 08th Feb 2020 our day started at 6:30 am. By this time, we were expected to board the bus that was to take us to the Yerwada Central Jail, Pune. With one stoppage on the Mumbai-Pune Highway, we proceeded on our way to the jail. We reached there by 11am. Our visiting time was fixed from 11:00 am to 02:00 pm. It included the lunch break. Our bus stopped in the parking area of the Central Jail where we were given instructions to leave our gadgets and bags in the bus and only take our ID proofs with us inside the jail. We first went to the main Yerwada Jail where male prisoners are kept. The jail is fortified by high walls on each side. The outer walls being grey in colour give it a grim look. As we enter the huge gates, we form two lines. The main entry gates have the colours of blue and yellow stripes. As we enter the main set of huge gates, we are met with a set of male and female jailers. One set check each and every person in the line and the other set of jailers take charge of our group. Then we have to enter another set of gates before we get to see the inside of the jail. Though the outside of the jail with its tall wall and huge gates makes for one grim picture but the insides of the jail are another story. The Walls on the inside have been decorated with graffiti that contains inspirational quotes and drawings done by the prisoners themselves. We were first guided to the place where the famous Poona Pact was signed between Ambedkar and Gandhiji in 1932. That area has been conserved and turned into a minimize with paper cuttings of that era with the headlines about the Poona Pact. It also showcases Gandhiji's charkha.

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Then we were escorted to the kitchen area where the prisoners were preparing that day's lunch for themselves. The food was quite edible. We took a round of the kitchen where we saw a couple of big machines for preparing flour dough in good quantity. Then we saw the convicted prisoners standing in a line, either dicing vegetables or making rotis.

DETAILS OF PARTICIPANTS

1.Number of teachers	01
2.Number of students	45
3.Number of non-teaching staff	02
4. Number of delegates from other colleges.	0
5.Number of delegates from other states than Maharashtra	0

CONDUCT OF THE PROGRAM

Number of meetings, sessions conducted to organise the program and the working committee behind the session

Number of meetings held to organise the program	Details of the meetings
Decision of the program to be held on 24 th JAN, 2020	When, how and in what manner the event shall be organised.
Decision of the program to be held on 25 th JAN, 2020	Assignment of duties and responsibilities to support team.
Decision of the program to be held 05 th March, 2020	A final review on the event flow and duties assigned.

The overall arrangements were supervised by the faculty of the law college.

SUGGESTIONS/COMMENTS

- The program was very well received by the students and well-coordinated.

BEST LIKED PART OF THE PROGRAM

- Coordination was good between faculty and students.
- Everything went as planned.
- Active participation of the students was achieved.

OUTCOME

After the YERVADA JAIL VISIT, students were expected to:

- add that real-world experience to what we talk about in the classrooms.


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Vidhan Bhavan Visit



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REPORT

VISIT TO VIDHAN BHAVAN

A visit to Vidhan Bhavan was organized by legal aid committee on 3rd March 2020. Students witnessed the functioning of state legislature. A session was held to observe the working of Legislative Assembly (Vidhan Sabha) and Legislative Council (Vidhan Parishad). 100 students were shortlisted for the visit.

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Visit to Dongri- Juvenile Observation Home




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REPORT

VISIT TO DONGRI- JUVENILE OBSERVATION HOME

Date - 10th Day of October, 2018

Venue - Juvenile Observation Home, Dongri

Time - 11:00 a.m. - 3:00 p.m.

Thakur Ramnarayan College of Law organized a visit to Juvenile Observation Home, Dongri. The students were divided into two batches which was volunteered by two Seniors. The students were first taken to a room where juvenile in conflict of law were kept. There were children of various age group. They explained about the facilities and amenities provided to them, such as computer lab, art class, carpentry class, library etc. They even had counseling center for children, consisting Children Psychologist. There was a section of medical aid for those children. The doctors were available 24hrs. There was different section for children who eloped from their homes or found begging on the street. The kitchen was very hygienic and clean. There was a separate section for girls who committed crimes or escaped from their homes or found abandoned. The students saw the prison where Lokmanya Tilak and Veer Savarkar were imprisoned by the Britishers. They also celebrate all the festivals irrespective of religion like Diwali, Navratri, Eid, Christmas etc. They even had different sources of entertainment.

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