



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY



Sahayog Educational Campus, Vishnupuri, Nanded-431606

(Approved by PCI, New Delhi, Recognized by Govt. of Maharashtra & Affiliated to SRTMU, Nanded.)

## WOMEN GRIEVANCES & REDRESSAL CELL

2017-18



Sahayog Sevabhavi Sanstha's  
**INDIRA COLLEGE OF PHARMACY**



Sahayog Educational Campus, Vishnupuri, Nanded-431606

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**Women's Grievance Redressal Committee (WGRC)**

A committee constituted by Indira College of Pharmacy, Vishnupuri, Nanded in order to promote a healthy working environment for all our female staff, students and faculty work towards building a gender-sensitized environment at our institute organize workshops and awareness programs at regular intervals towards building a gender-neutral workplace

Sr. No.	Name of member	Contact @	Designation	Category
SSSICOP/2017-18/WGRC/01	Dr. Prakash Katakam	7588178174	Chairman sssicop@gmail.com	Principal
SSSICOP/2017-18/WGRC/02	Mr. Jameel Ahmed	7841800559	Member	Assistant Professor
SSSICOP/2017-18/WGRC/03	Mr. Wankhade P. P.	9766918422	Member	Assistant Professor
SSSICOP/2017-18/WGRC/04	Miss Khan H. N.	8446722861	Member	Assistant Professor
SSSICOP/2017-18/WGRC/05	Dr D. A. Kulkarni	9822907960	Member	Assistant Professor
SSSICOP/2017-18/WGRC/06	Ms. K. V. Parchande	9850525396	Member	Assistant Professor

**WGRC Student Representative Team 2017-18**

Sr. No	Name	Designation
1	Miss Vibuthe Puja Rameshware	Coordinator
2	Miss. Deosarkar Komal Vijaykumar	Assistant Coordinator (Pharm D)
3	Miss Barde Dipali Taterao	Assistant Coordinator (M. Pharm)
4	Miss Uchewade asmita Narayan	Assistant Coordinator(B. Pharm)



Principal  
Indira College of Pharmacy  
Vishnupuri, Nanded-06.



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Ref. No.:

DATE: 05/08/2017

## CIRCULAR

All the members of Women's Grievance & Redressal Cell are hereby informed that meeting has been scheduled on 8<sup>th</sup> August 2017 at 1:30 pm in Principal's room. The committee members are requested to attend without fail.

### Agenda:

- (I) To discuss about duties, roles and responsibilities of members.
- (II) To discuss about any sexual harassment cases reported and action against them.
- (III) To discuss about the performance of WGRC in this academic year.



  
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Ref.No.:

DATE: 08/08/2017

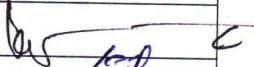
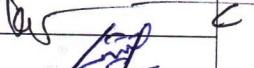
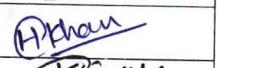
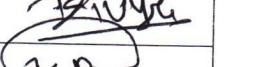
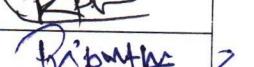
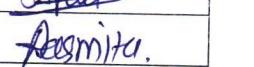
## Women's Grievance & Redressal Cell

The meeting of WGRC was held on 8<sup>th</sup> August, 2017 at 1:30 pm in the principal's chamber.

### Minutes of the Meeting:

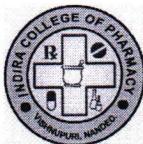
1. At the outset, the Chairperson welcomed all the participants of the Meeting
2. To discuss about duties, roles and responsibilities of members
3. Chairperson checked with all the members from students or staff side, that no complaint was reported.
4. Chairperson directed the committee members to check for required facilities to avoid any kind of grievance.
5. Regarding matters of any type of grievance, it was found by the members that not a single grievance has been brought to the notice of the Committee during the last session, thus redressal is NIL.
6. Regarding measures to be taken for further improving and strengthening of the Cell, it was decided that the Cell will bring awareness programs on gender sensitization, gender equity involving all the students and staff of the college.
7. As there were no issues raised by the members, the meeting dispersed with the permission of the Chairperson.

### The following members were present during the meeting:

SR. NO	NAME	DESIGANATION	SIGNATURE
1	Dr. Prakash Katakam	Chairman	
2	Mr. Jameel Ahmed	Member	
3	Mr. Wankhade P. P.	Member	
4	Miss Khan H. N.	Member	
5	Dr D. A. Kulkarni	Member	
6	Ms. K. V. Parchande	Member	
7	Miss Vibuthe Puja Rameshware	Student Representative	
8	Miss. Deosarkar Komal Vijaykumar	Student Representative	
9	Miss Barde Dipali Taterao	Student Representative	
10	Miss Uchewade asmita Narayan	Student Representative	



  
**Principal**  
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## WOMEN'S GRIEVANCE & REDRESSAL CELL (WGRC)

Indira College of Pharmacy has established the Women's Grievance & Redressal cell (WGRC) in 08.08.2017. All grievances of the students or staff are resolved through the Women's Grievance & Redressal Cell in a systematic way. Grievances can be related to academic, administrative, facilities, discrimination of any kind sexual caste religion, or unfair treatment. Women's Grievance & Redressal Cell is constituted by the Principal of the college as per the University regulations.

### 1. AIMS AND OBJECTIVES OF THE WOMEN GRIEVANCE & REDRESSAL CELL (WGRC)

A Women's Grievance & Redressal Cell is constituted for the redressal of the grievances reported by the students or faculty of the college with the following objectives:

1. Encouraging the Students to express their grievances/problems freely and frankly, without any fear of being victimized.
2. To prevent sexual harassment and to promote the general well-being of female students. Teaching and non-teaching female staff of the college
3. To provide guidelines for the redressal of grievances related to sexual harassment of female students, teaching and non-teaching female staff of the College.
4. Students are advised to refrain from inciting their fellow students against other students, faculty and college administration.
5. All the staff is advised to be responsive and affectionate to students and stakeholders and not to behave in a vindictive manner towards any of them for any reason.

### 2. POWERS AND DUTIES OF WGRC

- I. To process individual grievances concerning academic, administrative, facilities discrimination of any kind sexual caste religion or unfair treatment in the departments/administration/authorities and to recommend suitable action in the manner and mode particularly provided here by
- II. In case of sexual harassment in any of the premises of the college, active assistance shall be provided to the complainant by the WGRC to pursue the complaint and safety of the caution shall also be ensured.
- III. WGRC shall provide all the necessary assistance for the purpose of ensuring full, effective and speedy implementation of these directions.



  
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IV. In case of any such grievances, the members of the cell are empowered to sort out the problems at their level through discussion with complainers.

V. In case the members fail to find out any solution then the matter is referred to the chair person for final commitment on the matter.

### 3. MEETINGS OF THE CELL

1. The Cell shall meet at least twice every academic year and the intervening period between two meetings shall not exceed six months.

2. The Chairperson of the Cell can call for a special meeting at any time upon the written request of not less than one third of the total number of members of the cell, on a date not later than 15 days after the receipt of such requisition by the Chairperson.

### 4. PROCEDURE FOR INVESTIGATION OF COMPLAINTS

i. Any employee/student of the college shall have the right to lodge a complaint with any of the members of the cell.

ii. Such complaints may be oral or in writing.

iii Any complaint in writing shall be signed by the person making the complaint. If the complaint is oral the same shall be documented in writing in detail by the cell member to whom the complaint is made and shall not be acted upon till signed by the complainant. A Complaint Register shall be maintained. It should be a confidential document.

IV. The complainant shall be afforded full confidentiality at this stage.

V. In the event of the complaint being made to any member of the cell, immediately upon receipt of the complaint, and within not more than 10 working days, the member of the cell to whom the complaint is made, shall communicate the same to the Chairperson of the cell. However, if the complainant so desires, her name shall be kept confidential and shall not be led except to the cell. The cell formally will review all cases and will act accordingly as per the Management's policy.

vi. The student coordinator and staff coordinators of Women's Grievance & Redressal Cell act as facilitators to communicate and sort out the grievances at the department level.

vii. Unresolved grievance at the departmental level is referred to the Grievance Redressal Cell of the institution.



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Ref. No.:

DATE: 05/03/2018

## CIRCULAR

All the members of Women's Grievance & Redressal Cell are hereby informed that meeting has been scheduled on 8<sup>th</sup> March, 2018 at 04:30 pm in Principal's room. The committee members are requested to attend without fail.

### Agenda:

1. To discuss about any sexual harassment cases reported and action against them.
2. To discuss about the performance of WGRC in this academic year



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Ref.No.:

DATE 08/03/2018

## MINUTES OF MEETING 2017-18

The meeting of WGRC was held on 08<sup>th</sup> March, 2018 at 04:30 pm in the principal's chamber.

### Minutes of the Meeting:

1. At the outset, the Chairperson welcomed all the participants of the Meeting
2. It was confirmed that minutes of previous WGRC held on 08 August, 2017 are resolved.
3. Chairperson checked with all the members from students or staff side, that any complaint was reported about sexual harassment.
4. It was decided to conduct a session related to health and awareness of different laws for women's safety.
5. Chairperson directed the committee members to check for required facilities to avoid any kind of grievance.
6. Regarding matters of any type of grievance, it was found by the members that not a single grievance has been brought to the notice of the Committee during the last session, thus redressal is NIL.
7. Regarding measures to be taken for further improving and strengthening of the Cell, it was decided that the Cell will bring awareness programs on gender sensitization, gender equity involving all the students and staff of the college.
8. As there were no issues raised by the members, the meeting dispersed with the permission of the Chairperson.

### The following members were present during the meeting:

SR. NO	NAME	DESIGANATION	SIGNATURE
1	Dr. Prakash Katakam	Chairman	
2	Mr. Jameel Ahmed	Member	
3	Mr. Wankhade P. P.	Member	
4	Miss Khan H. N.	Member	
5	Dr D. A. Kulkarni	Member	
6	Ms. K. V. Parchande	Member	
7	Miss Vibuthe Puja Rameshware	Student Representative	
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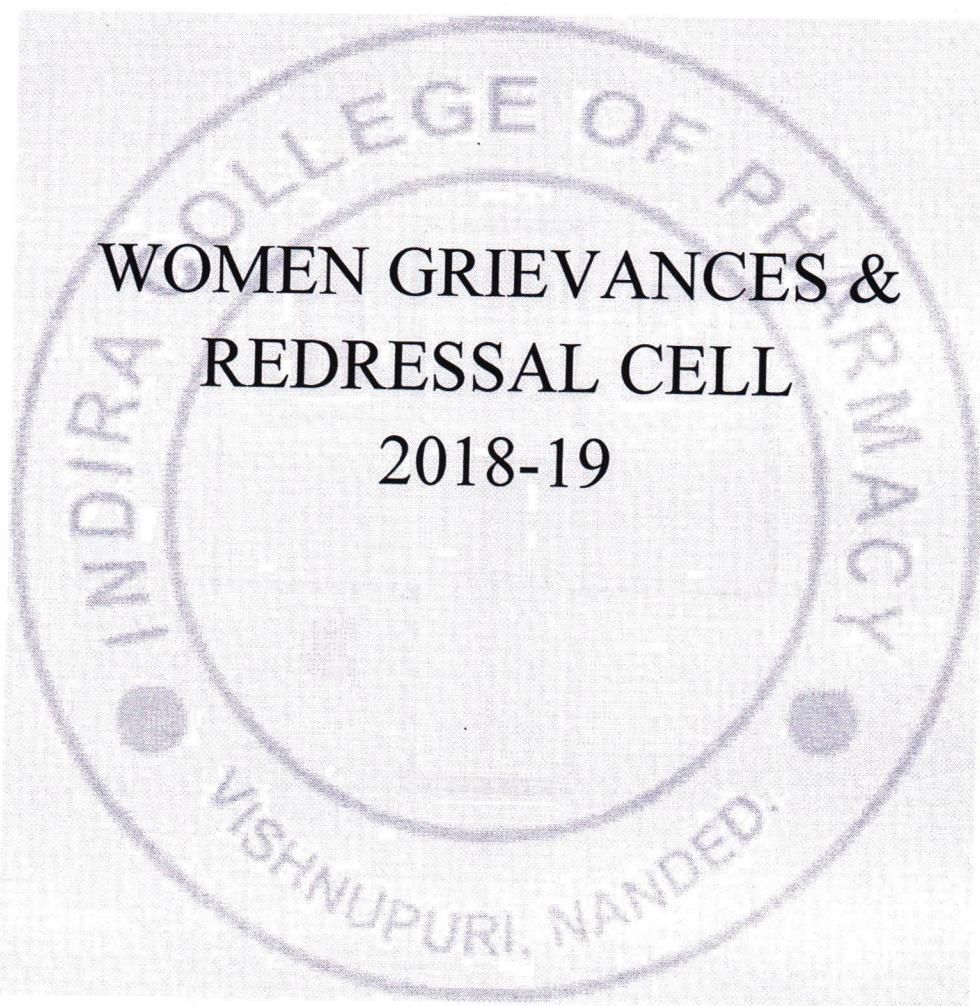
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## Women's Grievance Redressal Committee (WGRC)

A committee constituted by Indira College of Pharmacy, Vishnupuri, Nanded in order to promote a healthy working environment for all our female staff, students and faculty work towards building a gender-sensitized environment at our institute organize workshops and awareness programs at regular intervals towards building a gender-neutral workplace

Sr. No.	Name of member	Contact @	Designation	Category
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SSSICOP/2018-19/WGRC/03	Mr. Muli P.N.	9766918422	Member	Assistant Professor
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SSSICOP/2018-19/WGRC/05	Dr. Ekta Ban	9822907960	Member	Assistant Professor
SSSICOP/2018-19/WGRC/06	Miss Kalpana Bade	9850525396	Member	Assistant Professor

## WGRC Student Representative Team 2018-19

Sr. No	Name	Designation
1	Miss Bhosale Rakhi Anilrao	Coordinator
2	Miss. Bhutda Anuja Gopaldas	Assistant Coordinator (Pharm D)
3	Miss Bansode Rani Sambhaji	Assistant Coordinator (M. Pharm)
4	Miss Khade Arti Sopan	Assistant Coordinator(B. Pharm)



  
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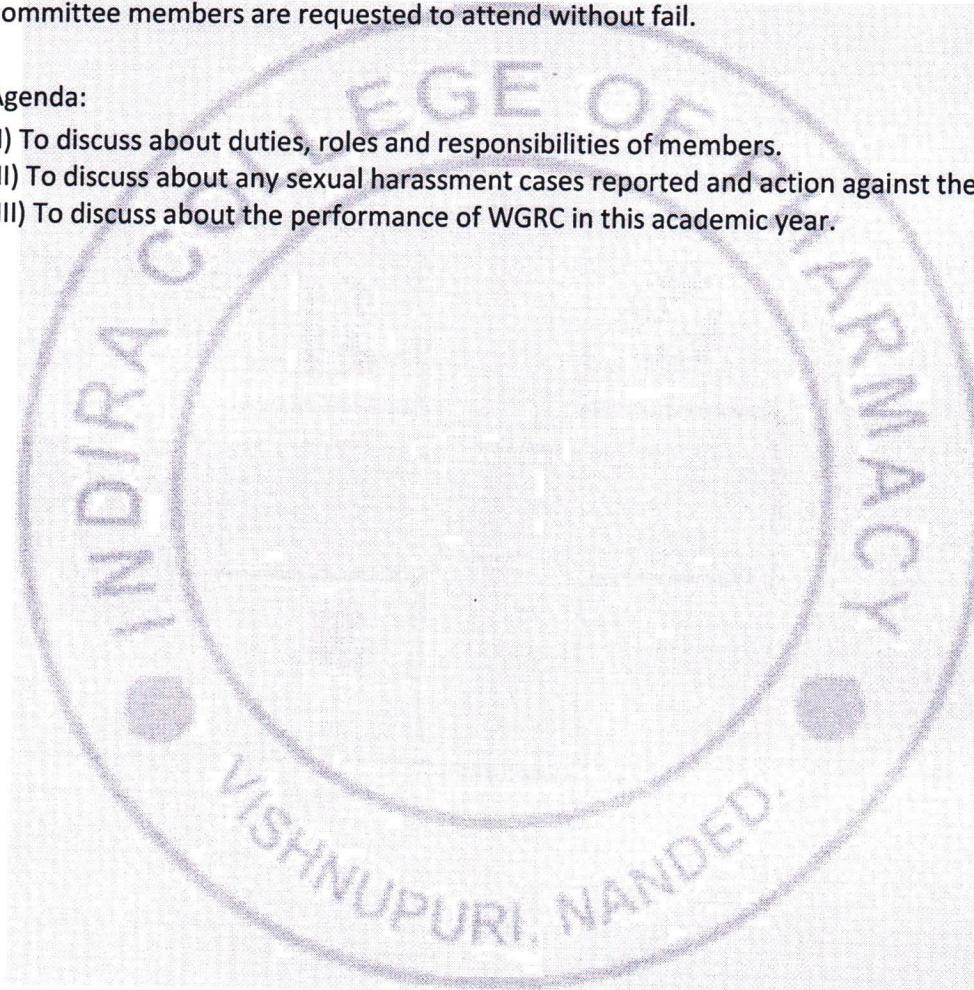
DATE: 12/08/2019

## CIRCULAR

All the members of Women's Grievance & Redressal Cell are hereby informed that meeting has been scheduled on 14<sup>th</sup> August 2019 at 1:30 pm in Principal's room. The committee members are requested to attend without fail.

### Agenda:

- (I) To discuss about duties, roles and responsibilities of members.
- (II) To discuss about any sexual harassment cases reported and action against them.
- (III) To discuss about the performance of WGRC in this academic year.



*✓*  
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Ref.No.:

DATE: 14/08/2019

## Women's Grievance & Redressal Cell

The meeting of WGRC was held on 14<sup>th</sup> August, 2019 at 1:30 pm in the principal's chamber.

### Minutes of the Meeting:

1. At the outset, the Chairperson welcomed all the participants of the Meeting
2. To discuss about duties, roles and responsibilities of members
3. Chairperson checked with all the members from students or staff side, that no complaint was reported.
4. Chairperson directed the committee members to check for required facilities to avoid any kind of grievance.
5. Regarding matters of any type of grievance, it was found by the members that not a single grievance has been brought to the notice of the Committee during the last session, thus redressal is NIL.
6. Regarding measures to be taken for further improving and strengthening of the Cell, it was decided that the Cell will bring awareness programs on gender sensitization, gender equity involving all the students and staff of the college.
7. As there were no issues raised by the members, the meeting dispersed with the permission of the Chairperson.

The following members were present during the meeting:

SR. NO	NAME	DESIGANATION	SIGNATURE
1	Dr. Prakash Katakam	Chairman	
2	Mr. Jameel Ahmed	Member	
3	Mr. Muli P.N.	Member	
4	Miss Khan H. N.	Member	
5	Dr. Ekta Ban	Member	
6	Miss Kalpana Bade	Member	
7	Miss Bhosale Rakhi Anilrao	Student Representative	
8	Miss. Bhutda Anuja Gopaldas	Student Representative	
9	Miss Bansode Rani Sambhaji	Student Representative	
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## WOMEN'S GRIEVANCE & REDRESSAL CELL (WGRC)

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- I. To process individual grievances concerning academic, administrative, facilities discrimination of any kind sexual caste religion or unfair treatment in the departments/administration/authorities and to recommend suitable action in the manner and mode particularly provided here by
- II. In case of sexual harassment in any of the premises of the college, active assistance shall be provided to the complainant by the WGRC to pursue the complaint and safety of the caution shall also be ensured.
- III. WGRC shall provide all the necessary assistance for the purpose of ensuring full, effective and speedy implementation of these directions.



  
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IV. In case of any such grievances, the members of the cell are empowered to sort out the problems at their level through discussion with complainers.

V. In case the members fail to find out any solution then the matter is referred to the chair person for final commitment on the matter.

### 3. MEETINGS OF THE CELL

1. The Cell shall meet at least twice every academic year and the intervening period between two meetings shall not exceed six months.
2. The Chairperson of the Cell can call for a special meeting at any time upon the written request of not less than one third of the total number of members of the cell, on a date not later than 15 days after the receipt of such requisition by the Chairperson.

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- IV. The complainant shall be afforded full confidentiality at this stage.
- V. In the event of the complaint being made to any member of the cell, immediately upon receipt of the complaint, and within not more than 10 working days, the member of the cell to whom the complaint is made, shall communicate the same to the Chairperson of the cell. However, if the complainant so desires, her name shall be kept confidential and shall not be led except to the cell. The cell formally will review all cases and will act accordingly as per the Management's policy.
- vi. The student coordinator and staff coordinators of Women's Grievance & Redressal Cell act as facilitators to communicate and sort out the grievances at the department level.
- vii. Unresolved grievance at the departmental level is referred to the Grievance Redressal Cell of the institution.



  
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Ref. No.:

DATE: 12/03/2020

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### Agenda:

1. To discuss about any sexual harassment cases reported and action against them.
2. To discuss about the performance of WGRC in this academic year



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DATE 14/03/2019

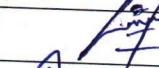
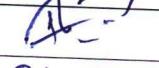
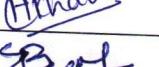
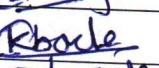
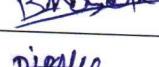
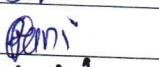
## MINUTES OF MEETING 2018-19

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### Minutes of the Meeting:

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4	Miss Khan H. N.	Member	
5	Dr. Ekta Ban	Member	
6	Miss Kalpana Bade	Member	
7	Miss Bhosale Rakhi Anilrao	Student Representative	
8	Miss. Bhutda Anuja Gopaldas	Student Representative	
9	Miss Bansode Rani Sambhaji	Student Representative	
10	Miss Khade Arti Sopan	Student Representative	

 Principal

Indira College of Pharmacy  
Vishnupuri, Nanded-06.





Sahayog Sevabhavi Sanstha's

## INDIRA COLLEGE OF PHARMACY

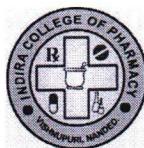
Sahayog Educational Campus, Vishnupuri, Nanded-431606

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## WOMEN GRIEVANCES & REDRESSAL CELL

2019-20



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY

Sahayog Educational Campus, Vishnupuri, Nanded-431606

(Approved by PCI, New Delhi, Recognized by Govt. of Maharashtra & Affiliated to SRTMU, Nanded.)



## Women's Grievance Redressal Committee (WGRC)

A committee constituted by Indira College of Pharmacy, Vishnupuri, Nanded in order to promote a healthy working environment for all our female staff, students and faculty work towards building a gender-sensitized environment at our institute organize workshops and awareness programs at regular intervals towards building a gender-neutral workplace

Sr. No.	Name of member	Contact @	Designation	Category
SSSICOP/2019-20/WGRC/01	Dr. Prakash Katakam	7588178174	Chairman sssicop@gmail.com	Principal
SSSICOP/2019-20/WGRC/02	Mr. Jameel Ahmed	7841800559	Member	Assistant Professor
SSSICOP/2019-20/WGRC/03	Mr. Wankhade P. P.	9766918422	Member	Assistant Professor
SSSICOP/2019-20/WGRC/04	Miss Khan H. N.	8446722861	Member	Assistant Professor
SSSICOP/2019-20/WGRC/05	Miss Kachawar P. D.	9822907960	Member	Assistant Professor
SSSICOP/2019-20/WGRC/06	Miss Mane M. S.	9850525396	Member	Assistant Professor

## WGRC Student Representative Team 2019-20

Sr. No	Name	Designation
1	Miss Pabitwar Sneha Suryakant	Coordinator
2	Miss. Hivrale Bhagyashri Anandrao	Assistant Coordinator (Pharm D)
3	Miss Kalyankasture Sonal Tukaram	Assistant Coordinator (M. Pharm)
4	Miss Shifa Kausar Akram Khursheed	Assistant Coordinator(B. Pharm)
5	Miss Shaikh Javeria Anjum	Assistant Coordinator (Diploma)



  
Principal

Indira College of Pharmacy  
Vishnupuri, Nanded-431606



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY

Sahayog Educational Campus, Vishnupuri, Nanded-431606

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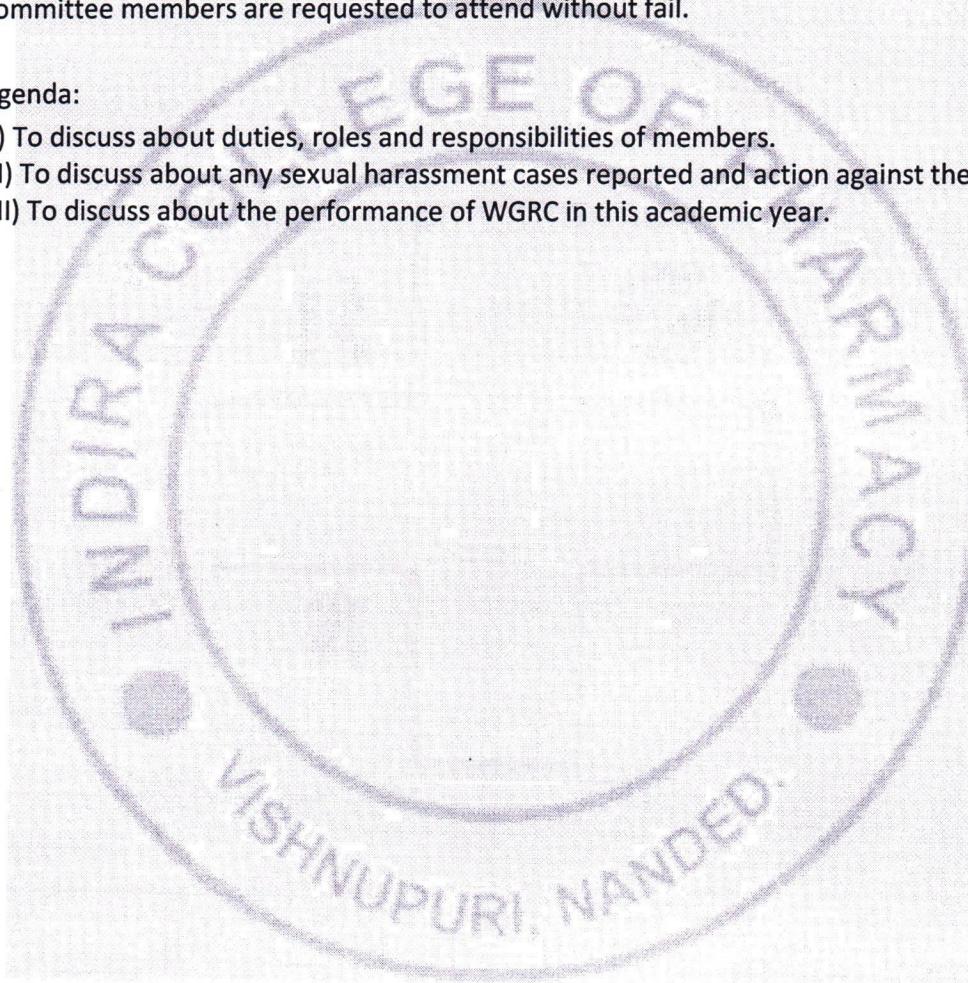
DATE: 03/08/2019

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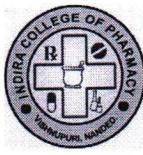
All the members of Women's Grievance & Redressal Cell are hereby informed that meeting has been scheduled on 7<sup>th</sup> August 2019 at 1:30 pm in Principal's room. The committee members are requested to attend without fail.

### Agenda:

- (I) To discuss about duties, roles and responsibilities of members.
- (II) To discuss about any sexual harassment cases reported and action against them.
- (III) To discuss about the performance of WGRC in this academic year.



Principal  
Indira College of Pharmacy  
Vishnupuri, Nanded-431606



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY



Sahayog Educational Campus, Vishnupuri, Nanded-431606

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Ref.No.:

DATE: 07/08/2019

## Women's Grievance & Redressal Cell

The meeting of WGRC was held on 7<sup>th</sup> August, 2019 at 1:30 pm in the principal's chamber.

### Minutes of the Meeting:

1. At the outset, the Chairperson welcomed all the participants of the Meeting
2. To discuss about duties, roles and responsibilities of members
3. Chairperson checked with all the members from students or staff side, that no complaint was reported.
4. Chairperson directed the committee members to check for required facilities to avoid any kind of grievance.
5. Regarding matters of any type of grievance, it was found by the members that not a single grievance has been brought to the notice of the Committee during the last session, thus redressal is NIL.
6. Regarding measures to be taken for further improving and strengthening of the Cell, it was decided that the Cell will bring awareness programs on gender sensitization, gender equity involving all the students and staff of the college.
7. As there were no issues raised by the members, the meeting dispersed with the permission of the Chairperson.

The following members were present during the meeting:

SR. NO	NAME	DESIGANATION	SIGNATURE
1	Dr. Prakash Katakam	Chairman	
2	Mr. Jameel Ahmed	Member	
3	Mr. Wankhade P. P.	Member	
4	Miss Khan H. N.	Member	
5	Miss Kachawar P. D.	Member	
6	Miss Miss Mane M. S.	Member	
7	Miss Pabitwar Sneha Suryakant	Student Representative	
8	Miss. Hivrale Bhagyashri Anandrao	Student Representative	
9	Miss Kalyankasture Sonal Tukaram	Student Representative	
10	Miss Shifa Kausar Akram Khursheed	Student Representative	
11	Miss Shaikh Javeria Anjum	Student Representative	



  
Principal  
Indira College of Pharmacy  
Vishnupuri, Nanded-431606



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY

Sahayog Educational Campus, Vishnupuri, Nanded-431606

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## WOMEN'S GRIEVANCE & REDRESSAL CELL (WGRC)

Indira College of Pharmacy has established the Women's Grievance & Redressal cell (WGRC) in 07.08.2019. All grievances of the students or staff are resolved through the Women's Grievance & Redressal Cell in a systematic way. Grievances can be related to academic, administrative, facilities, discrimination of any kind sexual caste religion, or unfair treatment. Women's Grievance & Redressal Cell is constituted by the Principal of the college as per the University regulations.

### 1. AIMS AND OBJECTIVES OF THE WOMEN GRIEVANCE & REDRESSAL CELL (WGRC)

A Women's Grievance & Redressal Cell is constituted for the redressal of the grievances reported by the students or faculty of the college with the following objectives:

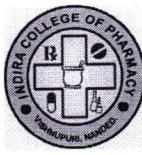
1. Encouraging the Students to express their grievances/problems freely and frankly, without any fear of being victimized.
2. To prevent sexual harassment and to promote the general well-being of female students. Teaching and non-teaching female staff of the college
3. To provide guidelines for the redressal of grievances related to sexual harassment of female students, teaching and non-teaching female staff of the College.
4. Students are advised to refrain from inciting their fellow students against other students, faculty and college administration.
5. All the staff is advised to be responsive and affectionate to students and stakeholders and not to behave in a vindictive manner towards any of them for any reason.

### 2. POWERS AND DUTIES OF WGRC

- I. To process individual grievances concerning academic, administrative, facilities discrimination of any kind sexual caste religion or unfair treatment in the departments/administration/authorities and to recommend suitable action in the manner and mode particularly provided here by
- II. In case of sexual harassment in any of the premises of the college, active assistance shall be provided to the complainant by the WGRC to pursue the complaint and safety of the caution shall also be ensured.
- III. WGRC shall provide all the necessary assistance for the purpose of ensuring full, effective and speedy implementation of these directions.



  
Principal  
Indira College of Pharmacy  
Vishnupuri, Nanded-431606



Sahayog Sevabhavi Sanstha's

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IV. In case of any such grievances, the members of the cell are empowered to sort out the problems at their level through discussion with complainers.

V. In case the members fail to find out any solution then the matter is referred to the chair person for final commitment on the matter.

### 3. MEETINGS OF THE CELL

1. The Cell shall meet at least twice every academic year and the intervening period between two meetings shall not exceed six months.

2. The Chairperson of the Cell can call for a special meeting at any time upon the written request of not less than one third of the total number of members of the cell, on a date not later than 15 days after the receipt of such requisition by the Chairperson.

### 4. PROCEDURE FOR INVESTIGATION OF COMPLAINTS

i. Any employee/student of the college shall have the right to lodge a complaint with any of the members of the cell.

ii. Such complaints may be oral or in writing.

iii Any complaint in writing shall be signed by the person making the complaint. If the complaint is oral the same shall be documented in writing in detail by the cell member to whom the complaint is made and shall not be acted upon till signed by the complainant. A Complaint Register shall be maintained. It should be a confidential document.

IV. The complainant shall be afforded full confidentiality at this stage.

V. In the event of the complaint being made to any member of the cell, immediately upon receipt of the complaint, and within not more than 10 working days, the member of the cell to whom the complaint is made, shall communicate the same to the Chairperson of the cell. However, if the complainant so desires, her name shall be kept confidential and shall not be led except to the cell. The cell formally will review all cases and will act accordingly as per the Management's policy.

vi. The student coordinator and staff coordinators of Women's Grievance & Redressal Cell act as facilitators to communicate and sort out the grievances at the department level.

vii. Unresolved grievance at the departmental level is referred to the Grievance Redressal Cell of the institution.



  
Principal

Indira College of Pharmacy  
Vishnupuri, Nanded-431606



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY

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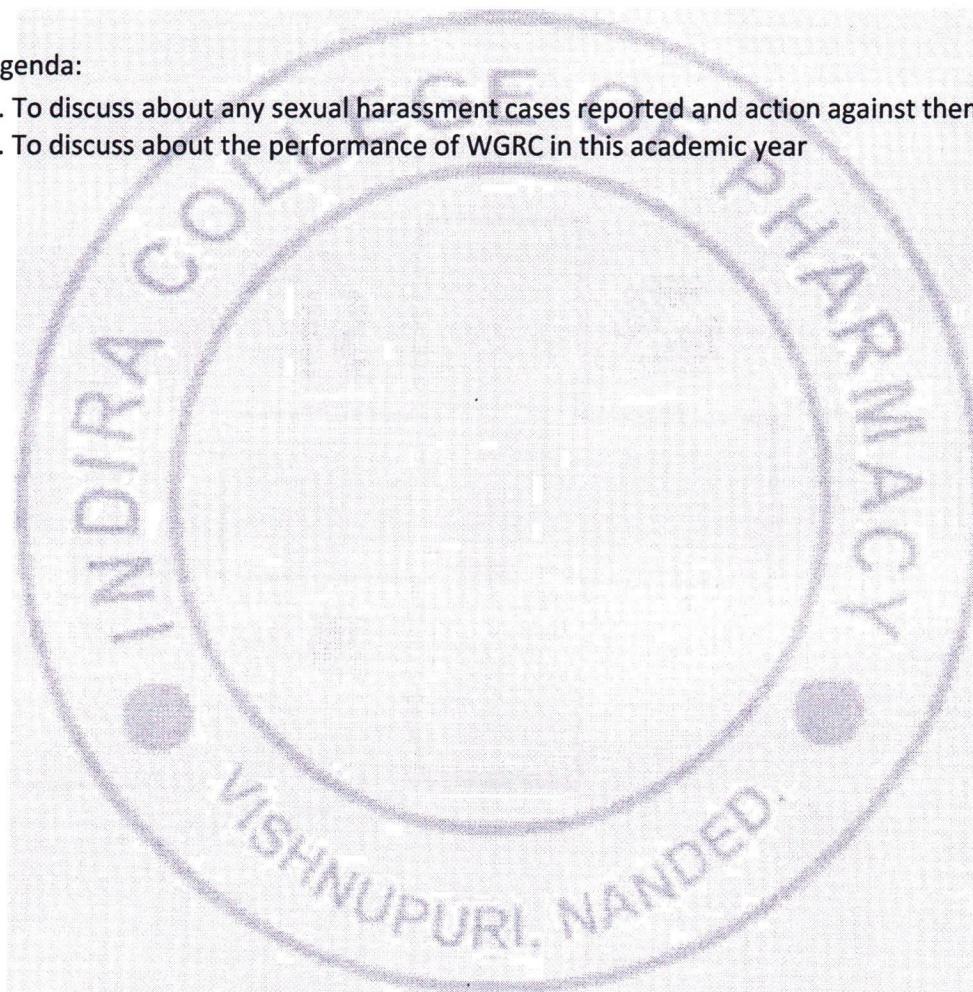
DATE: 02/03/2020

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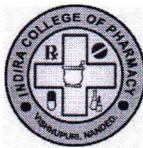
All the members of Women's Grievance & Redressal Cell are hereby informed that meeting has been scheduled on 5<sup>th</sup> March, 2020 at 04:30 pm in Principal's room. The committee members are requested to attend without fail.

### Agenda:

1. To discuss about any sexual harassment cases reported and action against them.
2. To discuss about the performance of WGRC in this academic year



Principal  
Indira College of Pharmacy  
Vishnupuri, Nanded-431606



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# INDIRA COLLEGE OF PHARMACY

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Ref.No.:

DATE 05/03/2020

## MINUTES OF MEETING 2019-20

The meeting of WGRC was held on 05<sup>th</sup> March, 2020 at 04:30 pm in the principal's chamber.

### Minutes of the Meeting:

1. At the outset, the Chairperson welcomed all the participants of the Meeting
2. It was confirmed that minutes of previous WGRC held on 07 August, 2019 are resolved.
3. Chairperson checked with all the members from students or staff side, that any complaint was reported about sexual harassment.
4. It was decided to conduct a session related to health and awareness of different laws for women's safety.
5. Chairperson directed the committee members to check for required facilities to avoid any kind of grievance.
6. Regarding matters of any type of grievance, it was found by the members that not a single grievance has been brought to the notice of the Committee during the last session, thus redressal is NIL.
7. Regarding measures to be taken for further improving and strengthening of the Cell, it was decided that the Cell will bring awareness programs on gender sensitization, gender equity involving all the students and staff of the college.
8. As there were no issues raised by the members, the meeting dispersed with the permission of the Chairperson.

### The following members were present during the meeting:

SR. NO	NAME	DESIGANATION	SIGNATURE
1	Dr. Prakash Katakam	Chairman	
2	Mr. Jameel Ahmed	Member	
3	Mr. Wankhade P. P.	Member	
4	Miss Khan H. N.	Member	
5	Miss Kachawar P. D.	Member	
6	Miss Miss Mane M. S.	Member	
7	Miss Pabitwar Sneha Suryakant	Student Representative	
8	Miss. Hivrale Bhagyashri Anandrao	Student Representative	
9	Miss Kalyankasture Sonal Tukaram	Student Representative	
10	Miss Shifa Kausar Akram Khursheed	Student Representative	
11	Miss Shaikh Javeria Anjum	Student Representative	



Principal  
Indira College of Pharmacy  
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## WOMEN GRIEVANCES & REDRESSAL CELL

2020-21



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY



Sahayog Educational Campus, Vishnupuri, Nanded-431606

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## Women's Grievance Redressal Committee (WGRC)

A committee constituted by Indira College of Pharmacy, Vishnupuri, Nanded in order to promote a healthy working environment for all our female staff, students and faculty work towards building a gender-sensitized environment at our institute organize workshops and awareness program at regular intervals towards building a gender-neutral workplace

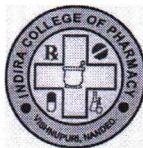
Sr. No.	Name of member	Contact @	Designation	Category
SSSICOP/2020-21/WGRC/01	Dr. Prakash Katakam	7588178174	Chairman sssicop@gmail.com	Principal
SSSICOP/2020-21/WGRC/02	Mr. Jameel Ahmed	7841800559	Member	Assistant Professor
SSSICOP/2020-21/WGRC/03	Mr. Sayad Ansar	9766918422	Member	Assistant Professor
SSSICOP/2020-21/WGRC/04	Miss Khan H. N.	8446722861	Member	Assistant Professor
SSSICOP/2020-21/WGRC/05	Miss Megha S. Gajale	9822907960	Member	Assistant Professor
SSSICOP/2020-21/WGRC/06	Dr Ekta Ban.	9850525396	Member	Assistant Professor

## WGRC Student Representative Team 2020-21

Sr. No	Name	Designation
1	Miss Chavan Kiran Nandu	Coordinator
2	Miss. Vaishnavi Sarangdher Sanjay	Assistant Coordinator (Pharm D)
3	Miss Boinwad preena Vidhydhar	Assistant Coordinator (M. Pharm)
4	Miss Shinde Komal Dilip	Assistant Coordinator(B. Pharm)
5	Miss Shaikh Javeria Anjum	Assistant Coordinator (Diploma)



  
**Principal**  
**Indira College of Pharmacy**  
**Vishnupuri, Nanded-06.**



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY

Sahayog Educational Campus, Vishnupuri, Nanded-431606

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Ref. No.:

DATE: 07/02/2021

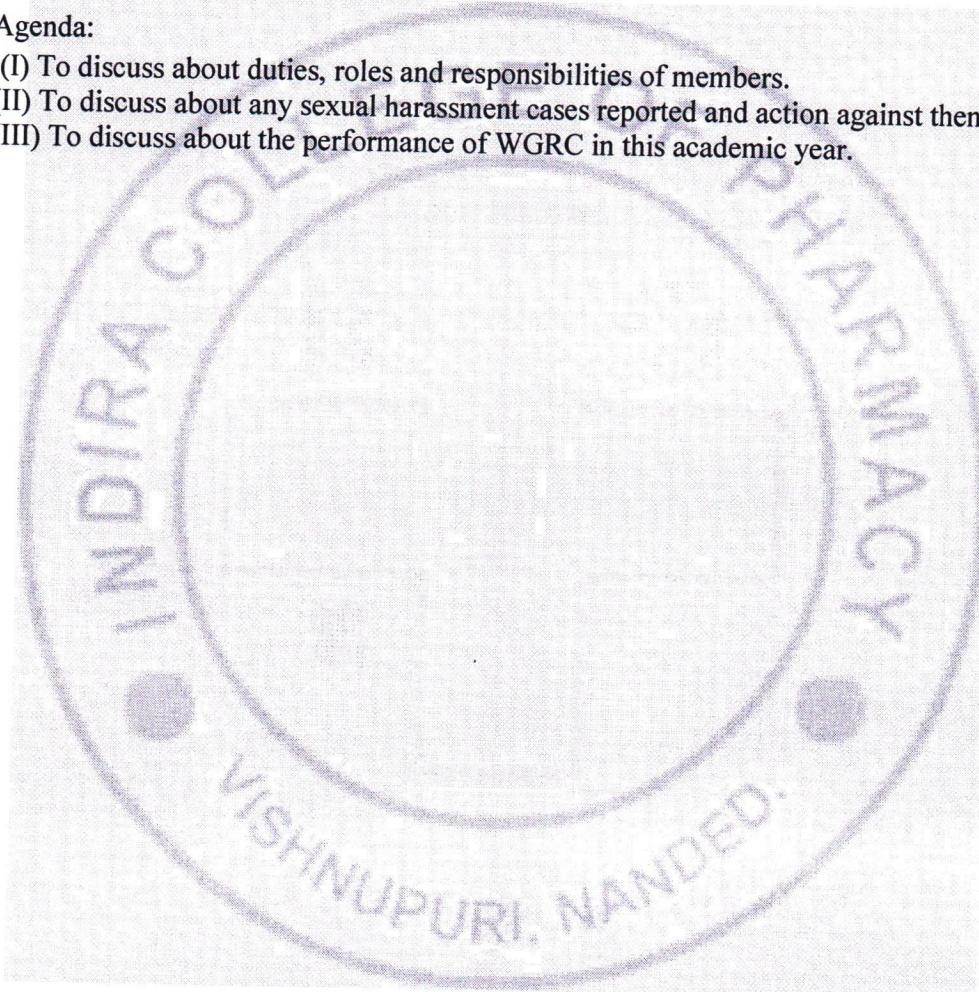


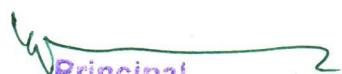
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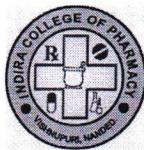
All the members of Women's Grievance & Redressal Cell are hereby informed that meeting has been scheduled on 9<sup>th</sup> February 2021 at 1:30 pm in Principal's room. The committee members are requested to attend without fail.

### Agenda:

- (I) To discuss about duties, roles and responsibilities of members.
- (II) To discuss about any sexual harassment cases reported and action against them.
- (III) To discuss about the performance of WGRC in this academic year.



  
Principal  
Indira College of Pharmacy  
Vishnupuri, Nanded-431606



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY



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Ref. No.:

DATE 09/02/2021

## Women's Grievance & Redressal Cell

The meeting of WGRC was held on 09<sup>th</sup> February, 2021 at 1:30 pm in the principal's chamber.

### Minutes of the Meeting:

1. At the outset, the Chairperson welcomed all the participants of the Meeting
2. To discuss about duties, roles and responsibilities of members
3. Chairperson checked with all the members from students or staff side, that no complaint was reported.
4. Chairperson directed the committee members to check for required facilities to avoid any kind of grievance.
5. Regarding matters of any type of grievance, it was found by the members that not a single grievance has been brought to the notice of the Committee during the last session, thus redressal is NIL.
6. Regarding measures to be taken for further improving and strengthening of the Cell, it was decided that the Cell will bring awareness programs on gender sensitization, gender equity involving all the students and staff of the college.
7. As there were no issues raised by the members, the meeting dispersed with the permission of the Chairperson.

The following members were present during the meeting:

SR. NO	NAME	DESIGANATION	SIGNATURE
1	Dr. Prakash Katakam	Chairman	
2	Mr. Jameel Ahmed	Member	
3	Mr. Sayad Ansar	Member	
4	Miss Khan H. N.	Member	
5	Miss Megha S. Gajale	Member	
6	Dr Ekta Ban.	Member	
7	Miss Chavan Kiran Nandu	Student Representative	
8	Miss. Vaishnavi Sarangdher Sanjay	Student Representative	
9	Miss Boinwad preena Vidhydhar	Student Representative	
10	Miss Shinde Komal Dilip	Student Representative	
11	Miss Shaikh Javeria Anjum	Student Representative	



  
Principal  
Indira College of Pharmacy  
Vishnupuri, Nanded-431606



Sahayog Sevabhavi Sanstha's

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## Women's Grievance & Redressal Cell (WGRC)

Indira College of Pharmacy has established the Women's Grievance & Redressal cell (WGRC) in 09.02.2021. All grievances of the students or staff are resolved through the Women's Grievance & Redressal Cell in a systematic way. Grievances can be related to academic, administrative, facilities, discrimination of any kind sexual caste religion, or unfair treatment. Women's Grievance & Redressal Cell is constituted by the principal of the college as per the University regulations.

### 1. Aims and objectives of the women grievance & redressal cell (WGRC)

A Women's Grievance & Redressal Cell is constituted for the redressal of the grievances reported by the students or faculty of the college with the following objectives:

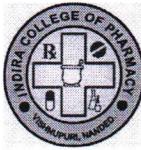
1. Encouraging the Students to express their grievances/problems freely and frankly, without any fear of being victimized.
2. To prevent sexual harassment and to promote the general well-being of female students. Teaching and non-teaching female staff of the college
3. To provide guidelines for the redressal of grievances related to sexual harassment of female students, teaching and non-teaching female staff of the College.
4. Students are advised to refrain from inciting their fellow students against other students, faculty and college administration.
5. All the staff are advised to be responsive and affectionate to students and stakeholders and not to behave in a vindictive manner towards any of them for any reason.

### 2. Powers and duties of WGRC

1. To process individual grievances conceding academic, administrative, facilities discrimination of any kind sexual caste religion or unfair treatment in the departments/administration/authorities and to recommend suitable action in the manner and mode particularly provided here by
2. In case of sexual harassment in any of the premises of the college, active assistance shall be provided to the complainant by the WGRC to pursue the complaint and safety of the caution shall also be ensured.
3. WGRC shall provide all the necessary assistance for the purpose of ensuring full, effective and speedy implementation of these directions.
4. In case of any such grievances, the members of the cell are empowered to sort out the problems at their level through discussion with complainers.
5. In case the members fail to find out any solution then the matter is referred to the chair person for final commitment on the matter.



Principal  
Indira College of Pharmacy  
Vishnupuri, Nanded-431606



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY



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### 3. Meetings of the cell

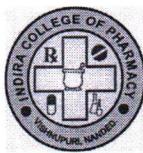
1. The Cell shall meet at least twice every academic year and the intervening period between two meetings shall not exceed six months.
2. The Chairperson of the Cell can call for a special meeting at any time upon the written request of not less than one third of the total number of members of the cell, on a date not later than 15 days after the receipt of such requisition by the Chairperson.

### 4. Procedure for investigation of complaints

1. Any employee/student of the college shall have the right to lodge a complaint with any of the members of the cell.
2. Such complaints may be oral or in writing.
3. Any complaint in writing shall be signed by the person making the complaint. If the complaint is oral the same shall be documented in writing in detail by the cell member to whom the complaint is made and shall not be acted upon till signed by the complainant. A Complaint Register shall be maintained. It should be a confidential document.
4. The complainant shall be afforded full confidentiality at this stage.
5. In the event of the complaint being made to any member of the cell, immediately upon receipt of the complaint, and within not more than 10 working days, the member of the cell to whom the complaint is made, shall communicate the same to the Chairperson of the cell. However, if the complainant so desires, her name shall be kept confidential and shall not be led except to the cell. The cell formally will review all cases and will act accordingly as per the Management's policy.
6. The student coordinator and staff coordinators of Women's Grievance & Redressal Cell act as facilitators to communicate and sort out the grievances at the department level.
7. Unresolved grievance at the departmental level is referred to the Grievance Redressal Cell of the institution.



Principal  
Indira College of Pharmacy  
Vishnupuri, Nanded-431606



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY



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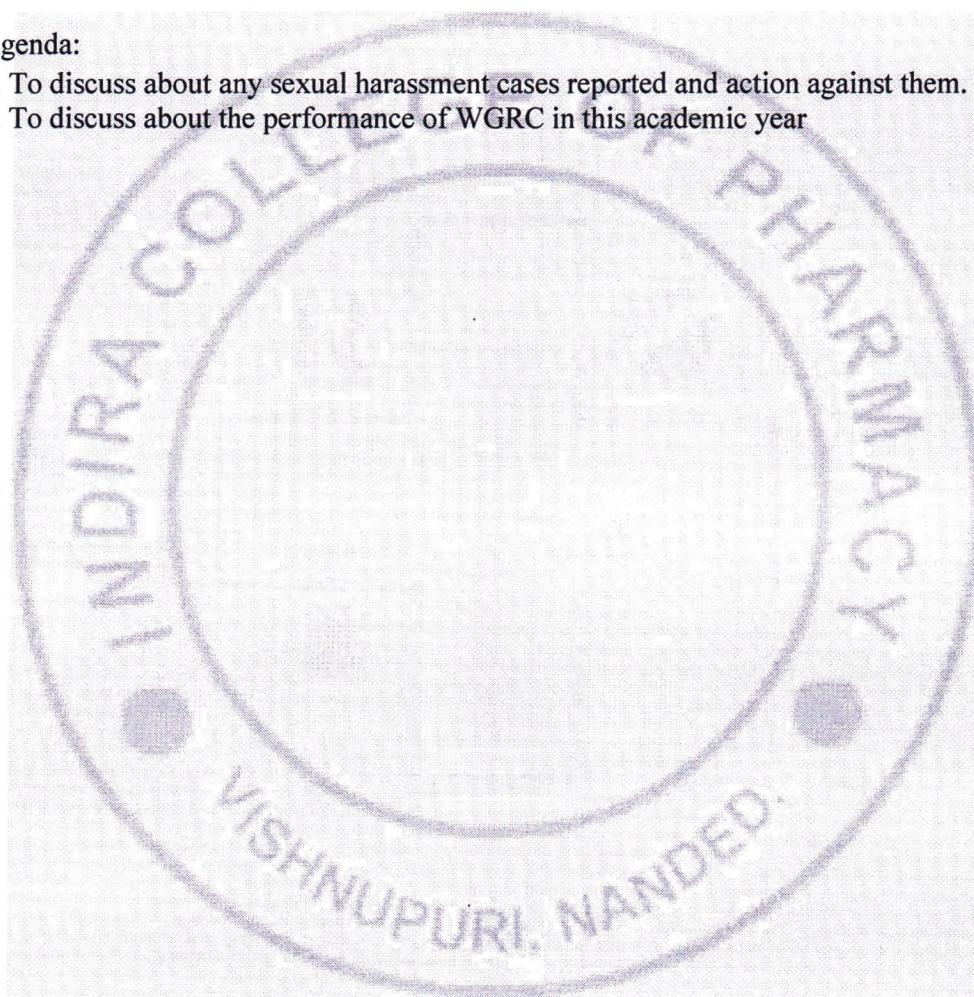
DATE: 10/05/2020

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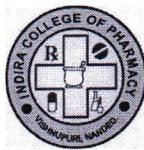
All the members of Women's Grievance & Redressal Cell are hereby informed that meeting has been scheduled on 12<sup>th</sup> May, 2020 at 04:30 pm in Principal's room. The committee members are requested to attend without fail.

### Agenda:

1. To discuss about any sexual harassment cases reported and action against them.
2. To discuss about the performance of WGRC in this academic year



  
Principal  
Indira College of Pharmacy  
Vishnupuri, Nanded-431606



Sahayog Sevabhavi Sanstha's  
**INDIRA COLLEGE OF PHARMACY**



Sahayog Educational Campus, Vishnupuri, Nanded-431606

(Approved by PCI, New Delhi, Recognized by Govt. of Maharashtra & Affiliated to SRTMU, Nanded.)

Ref. No.:

DATE 12/05/2020

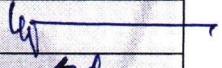
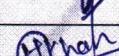
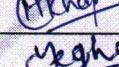
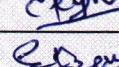
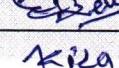
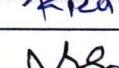
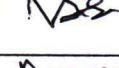
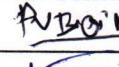
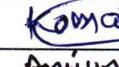
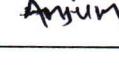
**MINUTES OF MEETING 2020-21**

The meeting of WGRC was held on 12<sup>th</sup> May, 2020 at 1:30 pm in the principal's chamber.

Minutes of the Meeting:

1. At the outset, the Chairperson welcomed all the participants of the Meeting
2. It was confirmed that minutes of previous WGRC held on 09<sup>th</sup> February, 2021 are resolved.
3. Chairperson checked with all the members from students or staff side, that any complaint was reported about sexual harassment.
4. It was decided to conduct a session related to health and awareness of different laws for women's safety.
5. Chairperson directed the committee members to check for required facilities to avoid any kind of grievance.
6. Regarding matters of any type of grievance, it was found by the members that not a single grievance has been brought to the notice of the Committee during the last session, thus redressal is NIL.
7. Regarding measures to be taken for further improving and strengthening of the Cell, it was decided that the Cell will bring awareness programs on gender sensitization, gender equity involving all the students and staff of the college.
8. As there were no issues raised by the members, the meeting dispersed with the permission of the Chairperson.

**The following members were present during the meeting:**

Sr. No	Name	Designation	Signature
1	Dr. Prakash Katakam	Chairman	
2	Mr. Jameel Ahmed	Member	
3	Mr. Sayad Ansar	Member	
4	Miss Khan H. N.	Member	
5	Miss Megha S. Gajale	Member	
6	Dr Ekta Ban.	Member	
7	Miss Chavan Kiran Nandu	Student Representative	
8	Miss. Vaishnavi Sarangdher Sanjay	Student Representative	
9	Miss Boinwad preena Vidhydhar	Student Representative	
10	Miss Shinde Komal Dilip	Student Representative	
11	Miss Shaikh Javeria Anjum	Student Representative	



Principal  
Indira College of Pharmacy  
Vishnupuri, Nanded-431606



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY

Sahayog Educational Campus, Vishnupuri, Nanded-431606

(Approved by PCI, New Delhi, Recognized by Govt. of Maharashtra & Affiliated to SRTMU, Nanded.)



## WOMEN GRIEVANCES & REDRESSAL CELL

2021-2022



Sahayog Sevabhavi Sanstha's  
**INDIRA COLLEGE OF PHARMACY**



Sahayog Educational Campus, Vishnupuri, Nanded-431606

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**Women's Grievance Redressal Committee (WGRC)**

A committee constituted by Indira College of Pharmacy, Vishnupuri, Nanded in order to promote a healthy working environment for all our female staff, students and faculty work towards building a gender-sensitized environment at our institute organize workshops and awareness programmes at regular intervals towards building a gender-neutral workplace

Sr. No.	Name of member	Contact @	Designation	Category
SSSICOP/2021-22/WGRC/01	Dr. Prakash Katakam	7588178174	Chairman sssicop@gmail.com	Principal
SSSICOP/2021-22/WGRC/02	Mr. Jameel Ahmed	7841800559	Member	Asst. Professor
SSSICOP/2021-22/WGRC/03	Mr. Sawale P. V.	9420530692	Member	Asst. Professor
SSSICOP/2021-22/WGRC/04	Miss Khan H. N.	8446722861	Member	Asst. Professor
SSSICOP/2021-22/WGRC/05	Miss Parchande K. V.	9561742771	Member	Asst. Professor
SSSICOP/2021-22/WGRC/06	Miss Bhagat S. A	9850525396	Member	Asst. Professor

**WGRC Student Representative Team 2021-22**

Sr. No	Name	Designation
1	Miss Timewar Tanuja Kashinath	Coordinator
2	Miss. Hivrale Bhagyashri Anandrao	Assistant Coordinator (Pharm D)
3	Miss Swami Madhuri	Assistant Coordinator (M. Pharm)
4	Miss Shinde Priyanka Dashrath	Assistant Coordinator(B. Pharm)
5	Miss Baswade Rupali Rohidasrao	Assistant Coordinator (Diploma)



*(Signature)*  
**Principal**  
**Indira College of Pharmacy**  
**Vishnupuri, Nanded-06.**



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY



Sahayog Educational Campus, Vishnupuri, Nanded-431606

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Ref. No.:

DATE: 12/01/2022

## CIRCULAR

All the members of Women's Grievance & Redressal Cell are hereby informed that meeting has been scheduled on 15<sup>th</sup> January 2022 at 1:30 pm in Principal's room. The committee members are requested to attend without fail.

### Agenda:

- (I) To discuss about duties, roles and responsibilities of members
- (II) To discuss about any sexual harassment cases reported and action against them.
- (III) To discuss about the performance of WGRC in this academic year



*W*  
Principal  
Indira College of Pharmacy  
Vishnupuri, Nanded-06.



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# INDIRA COLLEGE OF PHARMACY



Sahayog Educational Campus, Vishnupuri, Nanded-431606

(Approved by PCI, New Delhi, Recognized by Govt. of Maharashtra & Affiliated to SRTMU, Nanded.)

Ref. No.:

DATE: 15/01/2022

## Women's Grievance & Redressal Cell

The meeting of WGRC was held on 15<sup>th</sup> January, 2022 at 1:30 pm in the principal's chamber.

### Minutes of the Meeting:

1. At the outset, the Chairperson welcomed all the participants of the Meeting
2. To discuss about duties, roles and responsibilities of members
3. Chairperson checked with all the members from students or staff side, that no complaint was reported.
4. Chairperson directed the committee members to check for required facilities to avoid any kind of grievance.
5. Regarding matters of any type of grievance, it was found by the members that not a single grievance has been brought to the notice of the Committee during the last session, thus redressal is NIL.
6. Regarding measures to be taken for further improving and strengthening of the Cell, it was decided that the Cell will bring awareness programs on gender sensitization, gender equity involving all the students and staff of the college.
7. As there were no issues raised by the members, the meeting dispersed with the permission of the Chairperson.

The following members were present during the meeting:

SR. NO	NAME	DESIGANATION	SIGNATURE
1	Dr. Prakash Katakam	Chairman	
2	Mr. Jameel Ahmed	Member	
3	Mr. Sawale P. V.	Member	
4	Miss Khan H. N.	Member	
5	Miss Parchande K. V.	Member	
6	Miss Bhagat S. A	Member	
7	Miss Timewar Tanuja Kashinath	Student Representative	
8	Miss. Hivrale Bhagyashri Anandrao	Student Representative	
9	Miss Swami Madhuri	Student Representative	
10	Miss Shinde Priyanka Dashrath	Student Representative	
11	Miss Baswade Rupali Rohidasrao	Student Representative	



Principal  
Indira College of Pharmacy  
Vishnupuri, Nanded-06.



Sahayog Sevabhavi Sanstha's

# INDIRA COLLEGE OF PHARMACY



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## WOMEN'S GRIEVANCE & REDRESSAL CELL (WORC)

Indira College of Pharmacy has established the Women's Grievance & Redressal cell (WGRC) In 15.01.2022. All grievances of the students or staff are resolved through the Women's Grievance & Redressal Cell in a systematic way. Grievances can be related to academic, administrative, facilities, discrimination of any kind sexual caste religion, or unfair treatment. Women's Grievance & Redressal Cell is constituted by the principal of the college as per the University regulations.

### 1. AIMS AND OBJECTIVES OF THE WOMEN GRIEVANCE & REDRESSAL CELL (WGRC)

A Women's Grievance & Redressal Cell is constituted for the redressal of the grievances reported by the students or faculty of the college with the following objectives:

1. Encouraging the Students to express their grievances/problems freely and frankly, without any fear of being victimized.
2. To prevent sexual harassment and to promote the general well-being of female students. teaching and non-teaching female staff of the college.
3. To provide guidelines for the redressal of grievances related to sexual harassment of female students, teaching and non-teaching female staff of the College.
4. Students are advised to refrain from inciting their fellow students against other students, faculty and college administration.
5. All the staff are advised to be responsive and affectionate to students and stakeholders and not to behave in a vindictive manner towards any of them for any reason.

### 2. POWERS AND DUTIES OF WGRC

- I. To process individual grievances conceding academic, administrative, facilities discrimination of any kind sexual caste religion or unfair treatment in the departments/administration/authorities and to recommend suitable action in the manner and mode particularly provided here by
- II. In case of sexual harassment in any of the premises of the college, active assistance shall be provided to the complainant by the WGRC to pursue the complaint and safety of the caution shall also be ensured.
- III. WGRC shall provide all the necessary assistance for the purpose of ensuring full, effective and speedy implementation of these directions.



*[Signature]*  
Principal  
Indira College of Pharmacy  
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IV. In case of any such grievances, the members of the cell are empowered to sort out the problems at their level through discussion with complainers.

V. In case the members fail to find out any solution then the matter is referred to the chair person for final commitment on the matter.

### 3. MEETINGS OF THE CELL

1. The Cell shall meet at least twice every academic year and the intervening period between two meetings shall not exceed six months.
2. The Chairperson of the Cell can call for a special meeting at any time upon the written request of not less than one third of the total number of members of the cell, on a date not later than 15 days after the receipt of such requisition by the Chairperson.

### 4. PROCEDURE FOR INVESTIGATION OF COMPLAINTS

- i. Any employee/student of the college shall have the right to lodge a complaint with any of the members of the cell.
- ii. Such complaints may be oral or in writing.
- iii Any complaint in writing shall be signed by the person making the complaint. If the complaint is oral the same shall be documented in writing in detail by the cell member to whom the complaint is made and shall not be acted upon till signed by the complainant. A Complaint Register shall be maintained. It should be a confidential document.
- iv. The complainant shall be afforded full confidentiality at this stage.
- v. In the event of the complaint being made to any member of the cell, immediately upon receipt of the complaint, and within not more than 10 working days, the member of the cell to whom the complaint is made, shall communicate the same to the Chairperson of the cell. However, if the complainant so desires, her name shall be kept confidential and shall not be led except to the cell. The cell formally will review all cases and will act accordingly as per the Management's policy.
- vi. The student coordinator and staff coordinators of Women's Grievance & Redressal Cell act as facilitators to communicate and sort out the grievances at the department level.
- vii. Unresolved grievance at the departmental level is referred to the Grievance Redressal Cell of the institution.



  
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(Approved by PCI, New Delhi, Recognized by Govt. of Maharashtra & Affiliated to SRTMU, Nanded.)

Ref. No.:

DATE: 15/05/2020

## CIRCULAR

All the members of Women's Grievance & Redressal Cell are hereby informed that meeting has been scheduled on 17<sup>th</sup> May, 2022 at 04:30 pm in Principal's room. The committee members are requested to attend without fail.

### Agenda:

1. To discuss about any sexual harassment cases reported and action against them.
2. To discuss about the performance of WGRC in this academic year



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Vishnupuri, Nanded-06.



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DATE 17/05/2022

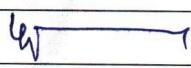
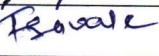
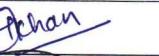
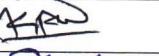
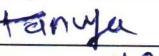
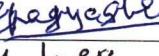
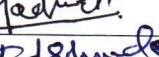
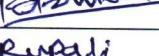
## MINUTES OF MEETING 2021-22

The meeting of WGRC was held on 17<sup>th</sup> May, 2022 at 1:30 pm in the principal's chamber.

### Minutes of the Meeting:

1. At the outset, the Chairperson welcomed all the participants of the Meeting
2. It was confirmed that minutes of previous WGRC held on 24 January, 2022 are resolved.
3. Chairperson checked with all the members from students or staff side, that any complaint was reported about sexual harassment.
4. It was decided to conduct a session related to health and awareness of different laws for women's safety.
5. Chairperson directed the committee members to check for required facilities to avoid any kind of grievance.
6. Regarding matters of any type of grievance, it was found by the members that not a single grievance has been brought to the notice of the Committee during the last session, thus redressal is NIL.
7. Regarding measures to be taken for further improving and strengthening of the Cell, it was decided that the Cell will bring awareness programs on gender sensitization, gender equity involving all the students and staff of the college.
8. As there were no issues raised by the members, the meeting dispersed with the permission of the Chairperson.

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Principal  
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