



Mahatma Gandhi Institute of Pharmacy

महात्मा गांधी फार्मसी संस्थान

(COLLEGE CODE : 391)

Approved by : AICTE, Ministry of HRD, Govt. of India & Pharmacy Council of India (PCI) , New Delhi

Affiliated to : Dr. A.P.J. Abdul Kalam Technical University, Uttar Pradesh, Lucknow

पत्रांक *MA.I.P.F./17/1381*

दिनांक *12/08/2017*

INTERNAL COMPLAINT COMMITTEE (ICC)

An Internal Complaint Committee has been formed in the Institute to maintain the decorum & dignity of female students and women faculty in the college for the session 2017-18. ICC is responsible for the following issues:

1. Investigating every formal written complaint of sexual harassment/eve teasing
2. Taking appropriate remedial measures to respond to any substantiated allegations of harassment
3. Discouraging and preventing victimization of girl student by faculty/staff or employment-related inconvenience and harassment.
4. Conducting guest lectures and workshops on work balancing, stress management & self-defense etc for spreading awareness

Members of the Committee are as follows:

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|------------------------------|---|---------------------|
| 1. Dr. Zeashan Hussain | – | Director/Professor |
| 2. Dr. Yeddu Trilochana | – | Professor |
| 3. Mrs. Meena Yadav | – | Assistant Professor |
| 4. Mr. Anand Kumar Srivastav | – | Assistant Professor |

Handwritten signatures:
Z. Zeashan Hussain
Y. Yeddu Trilochana
M. Meena Yadav
A. Anand Kumar Srivastav

Grievance Redressal Mechanism of the committee is as under:

1. The aggrieved party should report to ICC within three months. If failed to report then she has to give a reason in writing.
2. If she wants to withdraw the complaint – ICC to ensure that money does not play any part in this, and ICC to take in writing from both the parties.
3. Punishment – within 60 days as per rules.
4. If she is not satisfied then she can go to the court.
5. **Suggestions**
 - a. Transfer the aggrieved person to other place or department
 - b. Grant maximum three months leave to aggrieved party
 - c. Counseling to both the parties
6. Best way to settle such situation is by proper advice and counseling to both the parties and settles the incident at the institute level.
7. Mail id for complaint through: director.mgip@gmail.com

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