



KAI. YASHODABAI DAGADU SARAF CHARITABLE TRUST'S

COLLEGE OF PHARMACY



ISO 9001 : 2015 Certified Institute

(Approved by PCI, New-Delhi; Govt. of Maharashtra & Affiliated to KBC North Maharashtra University, Jalgaon)

N.H. No.6, Sakegaon - Bhusawal, Dist. Jalgaon-425201 (Maharashtra) India

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Visit us at : www.bpharmacysakegaon.org

Mr. P. D. Saraf

President

Mr. S. P. Ingale

Joint-Secretary

Prof. (Dr.) P. R. Patil

M. Pharm, Ph. D.
Principal

Ref. No. : COPHS /

Date :


5.1.4 (3) Mechanism for submission offline grievances

Grievance Redressal Committee

All grievances of staff are redressed expeditiously, as each staff is a key member of the organization. Any grievances reported verbally or written are appropriately dealt with by the concerned Head of the Department. However, the staff, if desires or not feel that his/her grievance is not redressed satisfactorily, can approach the Grievance Cell for redressal. The grievance redressal committee also identifies the nature and appropriate to the other committees depending on the nature of complaint and action of the member.

Grievance Redressal Committee Composition




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Sakegaon, Bhusawal - 425201



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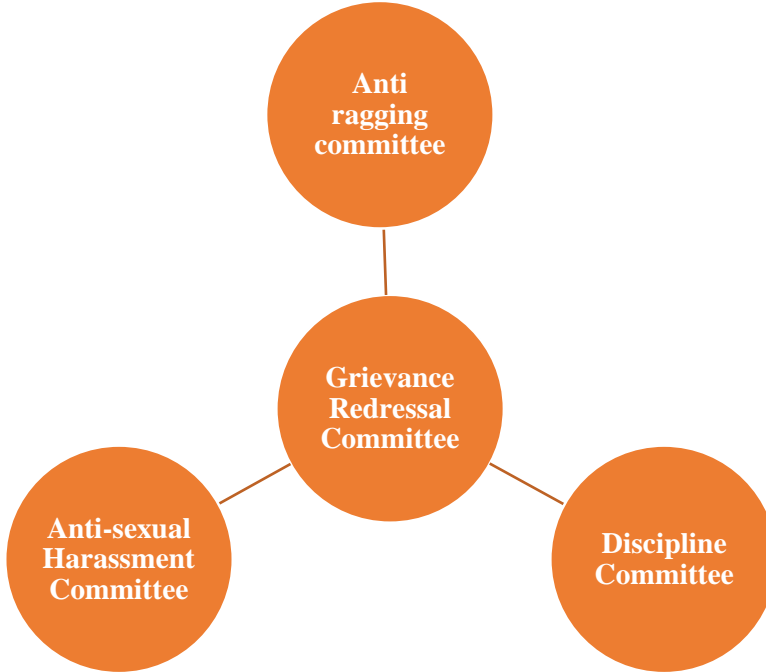
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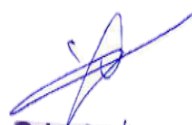
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1) Discipline Committee

Disciplinary matters are dealt with stern approach expeditiously. Any matter communicated verbally, written form or in anonymous format are viewed with due weightage. Matters reported concerning ragging reports by any means or by the anti-ragging squad are dealt with utmost seriousness. KYDSCT'S COP follows a well-documented Anti-Ragging policy.




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Principal
Heads of the Departments
Class in-charge
Examination cell in-charge
Non-Teaching staff

2) Anti ragging committee

Ragging though a universal phenomenon, it often takes a malignant form wherein the juniors and new students may be subjected to physiological or physical discomfort or harassment. To prevent and deter such incidents in higher educational institutions, the Government of India has taken a serious view on the cases of ragging. The AICTE, UGC and PCI and statutory bodies implement the provisions. The following members of the college are being appointed to form the anti-ragging committee in the previous years. Besides looking after general discipline, the committee will supervise all anti-ragging measures.


Awareness, Avoidance and Action (3A's), all staff work together to stop this menace. Detailed composition will be announced in the beginning of the year. Recommendations are put up for approval to the Principal.

KBCNMU Procedures against Anti-ragging:

The directorate of Academic Audit of KBC North Maharashtra University, Jalgaon, outlined anti-raging policy in the form of principal manual, with a motto to zero tolerance to ragging. The KYDSCT'S COP follows the policy. As per the guidelines, the college follows the procedures.

1. A pledge is administered to the students by the principal/ class in-charge.
2. The students submit the affidavit to the college as per the format.
3. An undertaking from the students and parents.




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The salient features of the Prohibition of Ragging Act, 1997, are displayed in the college premises.

3) Anti-sexual Harassment Committee:


The college has constituted a committee as per the direction of honorable Supreme Court of India and is known as 'anti-Sexual Harassment Committee'. The following are the members for the previous three years.

The committee took contingence of the definitions of behavior on sexual harassment, preventive steps, criminal proceedings and legal procedures to be followed by the committee. The miscellaneous provisions are understood for the full implementation of the Act. The committee meets once in six months and deliberates on the issues and document the minutes of the meeting. With regard to the Supreme Court Judgment and guidelines issued in 1997 to provide for the effective enforcement of the basic human right of gender equity and guarantee against sexual harassment and abuse, more particularly against harassment at work places. The University Grants Commission (UGC) has issued circulars since 1998 to all the universities, advising them to establish a permanent cell and a committee and to develop guidelines to combat sexual harassment, violence against women and ragging at the universities and colleges. It has further advised the universities to be proactive and they are treated with. Keeping the above guidelines in view, KYDSCT COP has constituted a committee against sexual harassment since 2007.

The sexual harassment includes the

1. Physical contact and advances.
2. A demand or request for sexual favours.
3. Sexually coloured remarks.
4. Showing pornography.
5. Any other unwelcome physical, verbal or non-verbal conduct of sexual nature. Where any of these acts committed in circumstances where-under the victim of such conduct has a reasonable apprehension that in




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relation to the victim's employment or work, whether she is drawing salary, or honorarium or voluntary, whether in government, public or private enterprise, such conduct can be humiliating and may constitute a health and safety problem.

Role of the committee:

1. The committee shall decide whether the facts contained in the complaint make out a case of "sexual harassment" in light of the definition contained in the policy.
2. The committee shall recommend the penalties/action to be taken against any person found guilty of having sexually harassed the complainant, up to and including termination, from of job.
3. The committee shall recommend the penalties/action to be taken against any person found guilty of having retaliated against/victimized the complainant or any other person assisting her as a result of such complaint having been made or such assistance having been offered.
4. The committee shall monitor the follow-up action to be taken by the organization on receipt of the report of committee.

Preventive steps: All employers or person in-charge of work place, whether in public or private sector, should take appropriate steps to prevent sexual harassment. Without prejudice to the generality of this obligation, they should take the several steps as per the Act.




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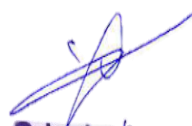
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