



# NIRMALA COLLEGE OF PHARMACY

(A UNIT OF CATECHIST SISTERS OF ST.ANN'S, HYD)

ATMAKURU (Village), Mangalagiri (M), Guntur Dist-522503, A.P, India.

Approved by AICTE & PCI New Delhi & Govt. of A.P, Affiliated to SBTET & A.N University, Guntur

Accredited by NAAC & Approved under UGC 2f & 12b and Approved Institutional Innovation Council by AICTE

Ph: 08645-236255, 236722, 9912342142 E-mail: [nepa\\_csagp@yahoo.co.in](mailto:nepa_csagp@yahoo.co.in) Web site: [www.nepacsag.ac.in](http://www.nepacsag.ac.in)


## 5.1.4 The Institution has a transparent mechanism for timely Redressal of student grievances including sexual harassment and ragging cases

The College has a transparent mechanism for resolving the grievances raised by the students in a time bound manner through the respective committees such as Student Redressal Committee, Anti Ragging committee and Women grievance cell. In this context herewith mentioned the committee members as follows;

### A. STUDENT REDRESSAL COMMITTEE (2021-2022)

S.NO	NAME OF THE FACULTY	DESIGNATION & DEPARTMENT	DISIGNATION IN THE COMMITTEE
1	Dr.SK. Abdul Rahaman	Professor and Principal	Chair Person
2	Dr. B. Pamula Reddy	Professor and HOD Department of Pharmaceutics	Convener
3	Mrs.R.Ratna Manjula	Associate Professor Dept of Pharmaceutical Chemistry & Phytochemistry	Co-ordinator
4	Mr. R. Naresh Babu	Associate Professor Dept of Pharmaceutics	Member
5	Mrs. U. Spandana	Associate Professor Dept of Pharmaceutical Chemistry	Member
6	Ms. T. Sravanthi	M.Pharm first year	Student Member
7	Ms. K. Chandini	B.Pharm Final year	Student Member
8	Mr. M. Sathish	B.Pharm Final year	Student Member
9	Ms. M. Alekhya	B.Pharm Third year	Student Member
10	Ms. T. Sushma	B.Pharm Third year	Student Member



  
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## B.ANTI RAGGING COMMITTEE (2021-2022)

S.No.	Name of the Activity	Details	Mobile No/Remarks
1	Date of Formation	11-02-2022	-
2	No of Members	53	
3	Chairman	Dr.SK. Abdul Rahaman	9849702527
4	Co-ordinator	Dr. T. Vinay Kumar	9573785470
5	Faculty In charge	Dr. Ch. Supriya Mrs. U. Spandana Ms. S. Swathi Mr. V. Jojibabu Ms. A. Pavani	9440966090 7780739516 9652323339 9959969834 9848823956
7	Lab Technicians	Mrs. B. Kamala Ms. P. Parvathi	9247695684 9177792868
8	Lab Attender	Mrs. G. Roja	9247810806



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9	Student Members	B. Divya L.N.S.T. Anjana SK. Chanbasha M. Sowmya M. Arundathi K. Priya Prasanthi N. Vidya S. Venkatesh G. Uma Maheswari K. Sangeetha Sk. Shehanaz K. Jagadeesh M. Bhanusasank G. Priyanka K. Satvikharsha K.L.S.N. Tejaswi Sk. Sadhaf P. Manasa P. Gayathri Anusha M. Sri lakshmi V.Akarsha	9849440449 8885164693 7569781286 7659979383 8919330119 9704340647 7989375619 7799348704 6300257897 9133059811 8008915483 8340041316 9515664951 9701848529 9247355997 6281027368 9490398629 7036091540 9392972991 9966722200 9515513717
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		<p><b><u>B. Pharmacy</u></b></p> <p>A. Jayavardhini</p> <p>J.Chethan</p> <p>K.Puja sri</p> <p>Syed.kanisha</p> <p>T.Mohan</p>	<p>9505387479</p> <p>7815827919</p> <p>7995289699</p> <p>9177776786</p> <p>9502682958</p>
	<p>Student members from 1<sup>st</sup> year joined on 22-02-2022</p>	<p><b><u>Pharm D</u></b></p> <p>K.Lavanya</p> <p>A.Dikshitha</p> <p>S.Revanth sai</p>	<p>7780696494</p> <p>9346257630</p> <p>8897027017</p>



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10	Parent Members	K. Jhansi rani D. Ramanjaneyulu M. Hariprasad S. Bhagya lakshmi S. Subbarao Ch.Nagamani Sk.Masthanvali G.Saikumar G.Sriramamurthy	9550304481 9959793047 9440109023 9542049972 8885111434 9989109271 9490398629 9059423749 9703410521
11	Frequency of Raids	Twice in a month	
12	No of Raids	9	
13	Surprise raids	4	
14	Others Measures taken by the Squad	If anyone found they counseled by committee members	
15	No of Cases detected	Nil	
16	Action taken as Follow up	Appointing the volunteers and assign duties to make the campus free from ragging	



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## C. WOMEN GRIEVANCE REDRESSAL CELL (2021-2022)

According to the rules of SAKSHAM Guidelines, the following Committee members appointed in NIRMALA COLLEGE OF PHARMACY to carry out Gender sensitization programs.

Name of the women Redressal Committee	Designation	Mobile No.
Rev. Sr. G. Nirmala Jyothi	Chairperson	9912342142
Dr. Sk. Abdul Rahaman	Co-Chairperson	9849702527
Dr. Ch. Supriya	Convener	9440966090
Mrs. R. R. Manjula	Co-convener	7780445443
Ms. K. Krishna Veni	Coordinator	9492808215
T. Anjana, IV B.Pharm	Student volunteer	9368462162
V. Hema Sri IV B.Pharm	Student volunteer	9848244976
M. Sowmya III B.Pharm	Student volunteer	8367077395
N. Joy Nissi IV Pharm D	Student volunteer	9346580121



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**STUDENT GRIEVANCE CELL MEMBERS AND STUDENT VOLUNTEERS**



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**ANTI –RAGGING COMMITTEE MEMEBERS AND STUDENT VOLUNTEERS**



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## WOMEN REDRESSAL COMMITTEE MEMBERS AND STUDENT VOLUNTEERS

### 5.1.4 A. Objectives of Student Grievance Redressal Cell

Student Grievance Cell constituted for the Redressal of the problems reported by the Students of the College with the specific objectives

- To develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute.
- Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student teacher relationship etc.,
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box is installed in which the students, who want to remain anonymous, put in writing their grievances and their suggestions for improvement of the Academics / Administration in the College.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.



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- Advising all staffs to be affectionate to the students and not behave in a vindictive manner towards any of them for any reason.
- A student must proceed with a complaint in good faith.
- Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.

## Student redressal of Grievances committee Policies:

- To develop a culture of understanding, addressing and providing quick redress to grievances and take steps to prevent recurrence of such incidents
- To ensure that grievances are resolved promptly, objectively and with sensitivity and in complete confidentiality
- To set in place a grievance handling system that is student focused
- To ensure that the views of each complainant and respondent are respected and that any party to a grievance is neither discriminated against nor victimized
- To review all cases and will act accordingly as per the Management policy
- The Cell will give report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities
- The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.
- The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell.
- To ensure that there is a consistent response to grievances.



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## COMMITTEE FORMATION:

### COMPOSITION:

The grievance redressal cell of the institute having provision of Principal as the Chairman, HOD's and senior teaching staff have its Convener, Co-ordinator and members. The Cell is having the provision of being reconstituted every two years. If situation arises for so by the Principal himself along with suggestions sought from the in charge administrative body. Care is taken to select staff members from each stream. The Cell meets twice in a year or as and when required in emergency to solve the grievances thus raised by the students.

### 5.1.4.B. Anti Ragging Committee:

#### Objectives:

1. To aware the students of de-humanizing effect of Ragging
2. To keep a continuous watch and vigilance over ragging
3. To deal with the incidence of ragging brought to our notice
4. To control and monitor the students not to involve in ragging through continuous supervision
5. To maintain healthy atmosphere between juniors and seniors
6. To collect the anti- ragging affidavits formed by UGC with surly signed by students and parents
7. To constitute the anti- ragging squads for surprise raids on hostels canteen in and out- side of the Campus
8. To depute the non- teaching staff for effective maintaining and monitoring

Our institution covers all the areas established by it within the campus or outside the campus.



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‘Student’ includes any person who is enrolled for any course, B.Pharm, M.Pharm Pharm D or Diploma. Hostel includes the place / (s) where student are accommodated through institution a canteen library, Corridors and in own or public transportation places.

‘Ragging’ means any disorderly conduct, whether by words spoken or written or by an act, Which has the effect of teasing or handling with rudeness any other students, rowdy or indiscipline activities, which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the student to do any act or perform something, which such students will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment, so as to adversely affect the physique or psyche of a fresher or a junior student.

Until otherwise specified, the following would constitute the act of ragging: Any act that prevents disrupts or disturbs the regular academic activity of a student. Exploiting services of junior students for completing academic tasks assigned to an individual or a group of seniors. Any act of financial extorting or forceful expenditure burden put on junior student/ (s) by senior/(s)

Any act of physical abuse including all varieties, sexual, homo-sexual assault, and stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.

Ragging has several aspects viz. psychological, social, political, economic, culture and academic dimensions. The Psychological aspects of ragging as listed below are seen to cause permanent damage to the victim’s personality. Such treatment of young and impressionable minds could result in traumatizing them and damaging their personalities beyond repair in the formative years of their lives.

Any act or abuse by spoken words, emails, public insult or alike should be considered within the physiological aspects of ragging.

Any act that affects the mental health and self-confidence of students can be described in terms of the psychological aspects of ragging.



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## Preventive measures of Ragging:

Address by the Principal/Anti ragging committee members:

Committee will be reconstituted every one year to handle the raging menace in our college with student, parent, faculty members to handle the situation and taking the anti-ragging menace

### **Fresher's Welcome/Party:**

College may organize inaugurals of new batches, towards progressive socialization efforts. Head of the Institute and faculty members, during such inaugurals may provide to the students, the guidelines on behavioral norms.

### **Social, Cultural and Sports Activities:**

College organize social interactions between senior and junior students for healthy environment through the organizing sports day, extracurricular activities in and out of the campus to establish a healthy relationship

Anti-ragging committee functioning under the guidance of a Senior Faculty and in direct supervision of the Principal/Head of the Institute'.

The Committee shall ensure strict vigilance on activities of senior students and shall also be available to the students for any counseling needs either individually or collectively. The Committee in particular will try to analyze the behavioral pattern among the senior students and shall try to identify the potential ragers. They should also provide counseling to 'fresher's in order to prepare them for the socio-academic life ahead, particularly for adjusting to life in hostels.

Each college should ensure a constant vigil and watch at such locations including monitoring of the atmosphere and the environment while eating 'Joints' (Canteens, Cafes, etc). Hostel/accommodations, where fresher's are accommodated, are required to be carefully guarded if necessary, by posting security personnel and placed in charge of a warden.

### **Frequency of Meeting:**

The committee shall meet at least once in a 2 months or as many times as necessary in the first month of the academic year



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## Tenure:

The Committee shall have a tenure of one year. Any involvement in 'ragging' related activities at the time of registration for admission. Such students shall be denied admission in the college.

## Undertaking from Existing Students:

An undertaking affidavit (online or offline) shall also be taken from the existing students . Such an undertaking should be obtained, before commencement of the next academic session, failing which registration would be denied to the defaulting student.

## Display of Boards/Banners in College Premises

Each college of the society shall display suitable boards/banners in front of the college as also the entrance of the college and prominent places within the campus of the college to insist students to prevent, or not to indulge in ragging, also mentioning the names of the officials and their contact numbers, to be contacted in case of 'ragging'.

The Names in case of the college/institute shall include the name and mobile number of:

Principals/Head of the college

Anti ragging coordinator

Senior faculty members

Student volunteers

Parent volunteers.

Preventive and Monitoring aspects of Ragging:

**MENTORING** – Mentoring shall be done as per the policy guidelines covering junior as well as senior students highlighting the effects and consequences of ragging.

Disciplinary Aspects of '**RAGGING**':



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Principal shall coordinate the preventive aspects of ragging, of the college aiming to create a 'ragging free environment'. In case of ragging in Hostels the student shall have the option of either complaining to the Principal of the college or the management and also the Hostel warden.

## Ragging Reporting Procedure:

If any individual believes that he or she has been subjected to 'ragging' or has knowledge of any such incident, shall have the option to file a complaint with the Registrar or Principal at the college. This may be done in writing or orally. However, a written complaint is preferable.

All Committee' members will also be available to discuss any concerns exhibited by any student or a group of students, about ragging.

## Punishment/Penalties for 'Ragging':

Based on the findings of the enquiry, the 'Anti ragging committee', shall recommend to the Principal of the college to impose any of the punishment/(s) listed below or any other kind of punishment, which they may consider to be appropriate:

Withholding of scholarships or other benefits

Debarring from representation in events

Withholding of result

Debar from hostel/mess

Debarring from appearing in examination/s

Denying admission to any of the colleges

Suspension from the college or class for a limited period

Fine with public apology

Prosecuting for criminal offenses

Filing FIR with the local police

Cancellation of admission/expulsion from the colleges.



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ATMAKURU (Village), Mangalagiri (M), Guntur Dist-522503, A.P, India.

Approved by AICTE & PCI New Delhi & Govt. of A.P, Affiliated to SBTET & A.N University, Guntur

Accredited by NAAC & Approved under UGC 2f & 12b and Approved Institutional Innovation Council by AICTE

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## **Saving and withdraw Clause:**

Principal of the college will possess the sole authority for any interpretation, modification, or amendment to the policy depending upon the need from time to time.

### **5.1.4. C. Women grievances including sexual harassment**

In view of the increasing number of girl students in the campus, Women Grievance Redressal Cell makes every effort to ensure that the girls feel at home. The cell resolves common problems of girl students and also takes up individual cases of sexual harassment, if any. Ragging in the hostels is totally disallowed, and any adventure in this respect is punishable.

#### **Objective:**

- The Cell will deal with the cases / complaints of sexual harassment and any other type of harassment of the female students, teaching and non-teaching women staff of the college.
- The Cell shall process all the individual complaints and take suitable action thereon in the manner and mode as per the college norms.
- At least 50% of the members of the Cell may be women.
- The Cell will provide assistance to the Institute for taking preventive steps in the matter of gender discrimination and sexual harassment.
- The Cell may form / review the guidelines / policy for redressal of the grievance as required from time to time, which may be in accordance with those issued by Supreme Court and Government Agencies.

**The responsibilities and functions of the Women Grievance Redressal Cell Coordinator shall include (but not limited to) the followings.**

1. To device and implement a mechanism for counseling and guidance for the girls students, their grievances redressal and to educate them about women empowerment.
2. To device and execute a mechanism for organizing awareness programs, motivational talks including visits to the public / government run women guidance cells. To expose them to various opportunities available to women in particular in the professional field of pharmacy.



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3. To device and implement a mechanism for fetching scholarships and financial assistance from the Central/State Government agencies for the girl's students, for admissions into government run hostels etc.
4. To device and implement a mechanism for creating awareness among girls students and educate them about Central/State Government Scholarships, NGOs financial assistance schemes and bank loans and facilitate the same.
5. To work out and execute any other activity related with the women empowerment, women upliftment, counseling, guidance and welfare of the girls students.
6. The final objective shall be to provide a women-friendly learning/working environment without any gender bias.

## OUTCOME:

- Awareness regarding self dignity, safety, security has been given to the girl students by organizing workshops
- Communication skills have been improved in female students due to organizing elocution on International women's Day every year.
- Percentage of placements has been increased in girl students from year to year.



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