

Rashtriya Shikshan Mandal's
N. N. SATTHA COLLEGE OF PHARMACY

Anand dham road, near to Sahakar Sabhagruha
Ahmednagar, Tq. Nagar, Dist. Ahmednagar 414001
Approved by: AICTE New Delhi, PCI New Delhi, DTE Mumbai, Govt. Maharashtra
Mumbai, DBATU Lonere, MSBTE Mumbai.

INTERNAL COMPLAINT COMMITTEE 2025-26

In accordance with the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015, the College has constituted an Internal Complaints Committee (ICC) on **1st July, 2021**. The committee comprises of teaching faculties and student representatives. It registers complaints of sexual harassment at work place and undertakes necessary actions to resolve the issues.

ICC organizes special session on what constitutes sexual harassment and explains the procedure for filing a complaint with ICC. This year the committee members were revised for smooth working and new members were added.

Objectives-

1. To consider welfare of girl students, teaching and non-teaching women.
2. To handle issues of students and faculties related to sexual harassment.
3. To provide mental, psychological and security support to the victim.
4. To conduct periodical programmes on women empowerment.
5. To provide counseling if needed to the person who involved in the issue.
6. To recommend the issue for the disciplinary action according to the laws.

Who can approach ICC?

The woman who is an employee or someone visiting workplace or a student, suffered harassment at workplace can approach ICC.

Procedure for filing a complaint with ICC

In case of any incident of harassment, complaints may kindly be brought to the notice of the respected member of the committee through writing on a paper or through email. The complaint will be kept confidential. The Committee will address the issue in compliance with the law of the land in force.

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Constitution of Committee 2025-26

Sr. No.	Name	Designation	Role
1	Dr. Vishal Pande	Principal	Chairman
2	Dr. Vaibhav Wagh	Vice- Principal	Member
3	Prof. Pranaya Misar	Assistant Professor	Member
4	Prof. Sharmila Kuskar	Assistant Professor	Member
5	Miss. Sanika Punde	Final Year Student	Student Representative
6	Mr. Suraj Munot	Third Year Student	Student Representative

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Date- 06.08.2025

NOTICE

All the members of the Internal Complaint Committee are hereby informed that the first meeting of the committee is organized on 09.08.2025 at 4.00 pm. in the Principal's office. Following is the agenda for the meeting.

Agenda:

- 1. To introduce all the members of the committee.**
- 2. To address any complaint received.**
- 3. To make aware of the role and responsibilities of all the members.**
- 4. To organize counseling and to make aware the students of not being a part of any harassment.**
- 5. To conduct sessions on women's empowerment.**
- 6. To make aware all the faculties and students regarding the law and punishment if involved in sexual harassment.**
- 7. Any other issue raised.**

**Chairman,
Internal Complaint Committee**

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Internal Complaint Committee 2025-26

Minutes of First Meeting

Date and Time: 09.08.2025, 4.00 pm.

Venue: Principal office

Conducted by: Dr. Vishal Pande, Chairman, Internal Complaint Committee

Members Present

1. Dr. Vaibhav Wagh
2. Prof. Pranaya Misar
3. Prof. Sharmila Kuskar
4. Miss. Sanika Punde
5. Mr. Suraj Munot

Sr. No.	Agenda	Action/Discussion/Suggestion
1.	To introduce all the members of the committee.	The chairman of the committee had introduced newly appointed members of the committee.
2.	To address any complaint received.	No complaint was registered before the committee
3.	To make aware the role and responsibilities of all the members	Dr. Vishal Pande elaborated the importance of this committee and the role and responsibilities of each and every member.
4.	To organize counseling and to make aware the students for not being the part of any harassment.	It was decided to organize counseling of students regarding how to prevent themselves from becoming victim of such incidences.
5.	To make aware all the faculties and students regarding law and punishment if involved in sexual harassment.	It was decided to make all the faculties and students aware regarding laws and punishments if involved in sexual harassment.

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6.	To conduct sessions on women's empowerment.	Ms. Rajashri Sumbe has insisted on conducting the session for women's empowerment and it was decided to do in the coming days.
7.	To counsel the girl's and ladies' staff regarding the process to approach the committee if found the victim.	It was decided to counsel the girl's and ladies' staff regarding the process to approach the committee if found victim. The responsibility of counseling was given to Ms. Sharmila Kuskar.
8.	Any other issue raised	No other issue was raised.
	Prof. Pranaya Misar concluded the meeting with a vote of thanks	

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Date- 02.03.2026

Internal Complaint Committee 2024-25

NOTICE

All the members of the Internal Complaint Committee are hereby informed that the second meeting of the committee is organized on 06.03.2026 at 11.00 am in the Principal's office. Following is the agenda for the meeting.

Agenda:

- 1. To read the minutes of the meeting of the last meeting conducted on 09/ 08/ 2025.**
- 2. To address any complaint received.**
- 3. Any other issue raised.**

**Chairman,
Internal Complaint Committee**

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Minutes of the Second Meeting

Date and Time: 06.03.2026, 11.00 am.

Venue: Principal office

Conducted by: Dr. Vishal Pande, Chairman, Internal Complaint Committee

Members Present

1. Dr. Vaibhav Wagh
2. Prof. Pranaya Misar
3. Prof. Sharmila Kuskar
4. Miss. Sanika Punde
5. Mr. Suraj Munot

Sr. No.	Agenda	Action/Discussion/Suggestion
1.	To read the minutes of the meeting of the last meeting.	Minutes of the last meeting were read by Ms. Sharmila Kuskar and Dr. Vishal Pande had taken a review regarding the action taken and decisions made in the last meeting. A program related to women's empowerment was not conducted so the chairman of the committee has instructed to conduct it on the occasion of International Women's Day 2026.
2.	To address any complaint received.	No complaint of harassment or any other kind was received.
3.	Any other issue raised	No other issue was raised by any member.
	Prof. Pranaya Misar concluded the meeting with a vote of thanks	