

॥ विद्यामर्थं च साधयेत् ॥



Phaltan Education Society's

COLLEGE OF PHARMACY & RESEARCH CENTER, PHALTAN

Approved by PCI - New Delhi, DTE - Mumbai, Recognized by Govt. of Maharashtra
Affiliated to Dr. Babasaheb Ambedkar Technological University, Lonere, Raigad, and M.S.B.T.E., Mumbai
| DTE Code: 16340 | MSBTE Code: 22482 | PCI ID: 9479 |



Date- 12.11.2024

Internal Complaint Committee

Notice No. 1

All staff Members of P.E. Society's College of Pharmacy & Research Center Phaltan hereby informed that the meeting for constitution of Internal Complaint Committee will be held on 14.11.2024 at 4.00 pm.

Venue – Principal Cabin

Agenda of meeting-

1. Constitution of Internal Complaint Committee as per Section IV of sexual harassment of Women / Girls at workplace for the A.Y. 2024-25.
2. Review of PoSH Act - 2013.
3. Strategies for maintaining confidentiality & Support to environment.
4. Organize the lectures for girls.



(Signature)

PRINCIPAL

P.E. SOCIETY'S COLLEGE OF PHARMACY &
RESEARCH CENTRE, PHALTAN



Date- 14.11.2024

Internal Complaint Committee Meeting No. 1

The first meeting of Internal Complaint Committee was held on 14.11.2024 at 4.00 pm at Principal Cabin. Following Members were present

1. Dr. Deshmukh V.T.
2. Mr. Kavitate S.S.
3. Mrs. Shegar S.N.
4. Mrs. Zite S.B.
5. Ms. Nale S.R.
6. Mrs. Kadam P.K.
7. Mrs. Kavitate A.S.
8. Ms. Zanjurne N.R.
9. Miss. Nale P.S.
10. Mrs. Kale N.G.

Hon. Principal Welcomed all the members present for the meeting and explained the objectives to constitute Internal Complaint Committee along with the roles & responsibilities & powers of committee members.

Agenda No.1

Constitution of Internal Complaint Committee as per section 4 of sexual harassment of Women / Girls at workplace for the A.Y. 2024-25

With permission of Chair & all it was decided to constitute Internal Complaint Committee for the current A.Y. 2024-25

The members of Internal Complaint Committee with their designation tabulated below





Sr.No.	Name	Designation	Status in committee	Signature
1	Mrs. Kadam P.K.	Assistant Professor (D. Pharm)	Presiding Officer	<i>P.K. Kadam</i>
2	Mrs. Shegar S.N.	Assistant Professor (B. Pharm)	Co-ordinator	<i>S.N. Shegar</i>
3	Mrs. Kavitate A.S.	Assistant Professor (D. Pharm)	Member	<i>A.S. Kavitate</i>
4	Miss. Nale P.S.	Assistant Professor (D. Pharm)	Member	<i>P.S. Nale</i>
5	Mrs. Kale N.G.	Assistant Professor (D. Pharm)	Member	<i>N.G. Kale</i>
6	Mrs. Zite S.B.	Assistant Professor (B. Pharm)	Member	<i>S.B. Zite</i>
7	Ms. Nale S.R.	Assistant Professor (B. Pharm)	Member	<i>S.R. Nale</i>

Agenda No. 2**Review of PoSH Act - 2013****Principal explained PoSH Act provisions**

Prohibition, Prevention, Redressal, Penalties, & Reporting. Objective of this Act to protect Women & Girls from sexual harassment in the Workplace & College. So that Women have Right to work and live with dignity.

Agenda No. 3**Strategies for maintaining confidentiality & Support to environment**

The committee discussed the Strategies to ensure confidentiality throughout the complaint process & to create supportive environment for complainants and witnesses. All were agreed to establish clear guidelines and procedures for maintaining confidentiality and to provide resources & support to complainants.



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Agenda No. 4

Organize the lectures for girls

With permission of Chair & all it was decided to organize lectures / workshop by inviting lady lawyer, lady doctors and social workers for girls regarding their counselling of sexual harassment topics. Communication done with pamphlets, audio visual aids & different clips & Videos by woman welfare department of State & Central Govt. It was also decided to install woman safety app in their mobiles. This will be helpful to create conducive environment & congenial atmosphere for all girls in the college.

Resolve the responsibilities for each member were accepted.

The meeting was ended with Vote of Thanks.




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Date- 26.08.2025

Internal Complaint Committee

Notice No. 4


All staff Members of P.E. Society's College of Pharmacy & Research Center Phaltan hereby informed that the First Meeting of Internal Complaint Committee will be held on 27.08.2025 at 4.00 pm.

Venue – Principal Cabin

Agenda of meeting-

1. Measures to be taken in the college for the prevention of Eve- Teasing & Sexual harassment.
2. Report Mechanism.
3. To discuss about creating awareness among the students about Prevention, Prohibition & Redressal of sexual Harassment especially for newly enrolled students for the academic year 2025-2026 & to discuss about the key responsibility of the ICC for the year 2025-2026.
4. Women's safety & challenges faced by women.
5. Regarding Awareness program conducted & planning to conduct.




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Date- 27.08.2025

Internal Complaint Committee Meeting No. 4

The Third meeting of Internal Complaint Committee was held on 27.08.2025 at 4.00 pm at Principal Cabin. Following Members were present for the meeting.

Sr. No.	Name	Designation	Status in committee	Signature
1	Mrs. Kadam P.K.	Assistant Professor (D. Pharm)	Presiding Officer	<i>P.Kadam</i>
2	Mrs. Shegar S.N.	Assistant Professor (B. Pharm)	Co- Ordinator	<i>Shegar S.N.</i>
3	Mrs. Kavitate A.S.	Assistant Professor (D. Pharm)	Member	<i>A.S. Kavitate</i>
4	Miss. Nale P.S.	Assistant Professor (D. Pharm)	Member	<i>P.S. Nale</i>
5	Mrs. Kale N.G.	Assistant Professor (D. Pharm)	Member	<i>N.G. Kale</i>
6	Mrs. Zite S.B.	Assistant Professor (B. Pharm)	Member	<i>S.B. Zite</i>
7	Ms. Nale S.R.	Assistant Professor (B. Pharm)	Member	<i>S.R. Nale</i>

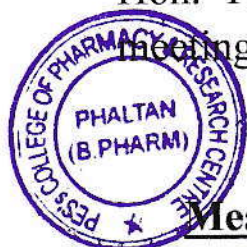
Minutes of Meeting

Hon. Principal Welcomed all the members present for the second meeting and highlighted the objectives of the meeting.

Agenda No.1

Measures to be taken in the college for the prevention of Eve- Teasing & Sexual harassment

Resolved to conduct awareness sessions to educate students and staff on eve-teasing and sexual harassment issues.





Agenda No. 2

Report Mechanism

Set up a confidential complaint box and online reporting system.
Ensure timely acknowledgment of complaints.

Agenda No. 3

To discuss about creating awareness among the students about Prevention, Prohibition & Redressal of sexual Harassment especially for newly enrolled students for the academic year 2025-2026 & to discuss about the key responsibility of the ICC for the year 2025-2026

Organize orientation sessions about students rights, complaint procedures, and ICC responsibilities. Conduct induction programs for newly admitted students about Prevention, Prohibition & Redressal of sexual Harassment (PoSH) Act.

Agenda No. 4

Women's safety & challenges faced by women

Conduct regular interaction sessions to understand challenges faced by women on campus.

Provide safe transport facilities and well-lit campus areas.

Agenda No. 5

Regarding Awareness program conducted & planning to conduct

Continue ongoing awareness programs such as seminars, posters, rallies, and workshops.

Plan future events on gender sensitization, equality, and respectful behavior with the help of power point presentation.



The meeting was ended with Vote of Thanks


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