



Genba Sopanrao Moze Trust's

GENBA SOPANRAO MOZE COLLEGE OF PHARMA

GAT No. 2181, Wagholi, Tal: Haveli, Dist.: Pune (M.S.)-412 2

Ph: 020-27050994, Fax: 020-27050937, e-mail: gsmcop@rediffmail

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Affiliated to Savitribai Phule Pune University, Pune.

Founder President: Shri. Rambhau Moze



Date: 01-10-2019

Grievence Redressal Cell

Anti-Ragging Cell

Sr No.	Name	Particulate of members	Committee designation
1	Dr Rajesh Oswal	Principal	Chairman
2	Prof. Nikhil Bhujbal	HOD of P' ceutics	Member
3	Prof. Megha Shah	HOD of P' cognosy	Member
4	Prof. Reshma Mane	HOD of P' cology	Member
5	Prof. Tirthesh Paratwar	HOD of P' chemistry	Member

Student Grievence Cell

Sr No.	Name	Particulate of members	Committee designation
1	Dr Rajesh Oswal	Principal	Chairman
2	Prof. Kalyani Shinde		Member
3	Prof. Mugdha Nandekar		Member
4	Prof. Sameer Pawar		Member
5	Prof. Dheeraj Jagtap		Member

Staff Grievance Cell			
Sr No.	Name	Particulate of members	Committee designation
1	Dr Rajesh Oswal	Principal	Chairman
2	Dr. Sabeena Syed	HOD Diploma	Member
3	Prof. Snehal Hase		Member
4	Prof. Manisha Bora		Member
5	Prof. Sonal More		Member

Objectives of the Grievance Cell:

- To consider the complaints of grievances from female teaching staff and girl students.
- To investigate all the complaints/charges thoroughly and professionally within stipulated time.
- To ensure confidentiality and time bound response to the complaints and build confidence about impartially.
- To undertake motivational and developmental activities for female staff and girl students.
- To sensitize girl students about the demand of corporate life and work culture.

Role of the Grievance Cell:

- The Grievance Committee shall consider all grievances submitted in writing by an individual regarding working conditions, eve teasing and any other alleged injustice done to female employee/girl students while discharging their duties/attending sessions at the Institute.
- The Grievance Committee shall have access to all files confidential or otherwise relevant to the individual's grievance.
- The office of the cell is an educational resource a well as a complaint

center for the member of the campus community who has been sexually harassed;

- To advise complaints of the informal and formal means of resolution as specified by the cell.
- To ensure the fair and timely resolution of sexual harassment complaints.
- To provide information regarding counseling and support services on our campus.
- To ensure that student, faculty and staff are provided with current and comprehensive materials on sexual harassment and assault.
- To promote awareness about sexual harassment through educational initiatives that encourages and fosters an respectful work and fosters a respectful work and learning environment.

The cell wants to inform the campus community of their right to a respectful work and learning environment. It believes that if we practice respect, exercise empathy through our interactions with the other so that we do not hurt anyone though what we say or do then we can create a campus that is free of sexual harassment and violence. Simple respect for all on the campus community is thus the focal point.

How this Grievance Cell works?

- a) **PROPAGATION OF INFORMATION** : the cell disseminates information of sexual harassment and violence at the work place through the production, distribution of printed materials, posters and handouts.
- b) **CONSCIOUSNESS-RAISING WORKSHOPS**:The cell conducts effective programs about sexual harassment for faculty, non-teaching staff and students. The aim is to develop nonthreatening and non-intimidating atmosphere of mutual learning.
- c) **COUNSELING**: the cell also conducts the activities like elocution competition, etc to create awareness. Confidential counseling service is thus

important as it provides a safe space to speak about the incident and how it has affected them.

d) AWARENESS THROUGH EXTRA-CURRICULAR ACTIVITIES : the cell conducts to the activities like debating competition, essay competition, poster competitions, etc. in order to raise awareness.

e) GUEST/EXTENSION LECTURES: the lectures of eminent personalities from NGOs, civil authorities, academicians and experts working in the area are arranged from time to time.

Procedure to file/report a complaint:

- The complaint will have to submit in writing and signed by the complainant and addressed to the secretary of the cell.
- The counselor will call the complainant for a personal meeting, usually within a week from the submission of the written complaint.
- The members of the cell will discuss the complaint. if the case falls outside the purview of the cell, the complainant will be informed about the same by the appropriate authority.
- If the case comes under the purview of the cell, an enquiry committee will be set up. The committee will submit a report and recommend the nature of action to be taken at the earliest by bifurcate the appropriate authority.

