

Date: 27/12/2023

CIRCULAR

With reference to Internal Quality Assurance committee meeting conducted on 27/12/2023, the IQAC has been reconstituted as follows and will be effective from 27/12/2023.

S. No.	Name of the member	Designation
1	Dr. V Alagarsamy	Chairman
2	Dr. P. Subhash Chandra Bose	IQAC Director/Coordinator
3	Dr. Vishakha Kulkarni	NAAC Coordinator 1
4	Mrs. Preethy Ani Jose	NAAC Coordinator 2
5	Dr. M. T. Sulthana	Member
6	Dr. B. Narendhar	Member
7	Dr. R. Sandhya Rani	Member
8	Dr. S. Siva Prasad	Member
9	Dr. V. Ravi Kumar	Member
10	Mrs. V. Swathi	Member
11	Dr A Sathish Chandra	Member
12	Dr M. Sathish Kumar	Member
13	Mr. Ravi Rathod	Administrative staff
14	Mr. Manikandan Balasubramaniyam	Management Representative
15	Mr. P. V. K. Naidu	HR representative
16	Mr. Saiteja Akirala	Student representative
17	Mr. Santhosh Akirala	Parent Representative
18	Dr. Sashi Bhushan Rao	Industry representative


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MNR COLLEGE OF PHARMACY
Fasalwadi, Sangareddy-502294
Telangana, Ph: 08455-230690



MNR COLLEGE OF PHARMACY

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WOMEN EMPOWERMENT AND GRIEVANCE REDRESSAL POLICY WOMEN PROTECTION CELL

According to the Constitution of India, Right to Equality is a Fundamental Right that includes the right to equality before law, prohibition of discrimination and equality of opportunities in matters of public employment. Equality between men and women, right to work, to education and to public assistance in case of unemployment, old age, sickness and disablement and provision of just and humane conditions for work and maternity relief, are important Directive Principles of State Policy. Following the 1997 Supreme Court judgment, it has been mandated that it shall be the duty of the Employer to prevent or deter the commission of acts of sexual harassment and to provide the procedures for the resolution, settlement or prosecution of acts of sexual harassment by taking all steps required, and to be proactive by developing a conducive atmosphere on the campus, where all individuals can work safely with dignity.

Complying with the directives of the Osmania University, Hyderabad, Women Protection Cell has been constituted at the college level with the following composition.

Women Protection Cell is being formed at the college level comprising the following faculty members

The Women's Cell functions as a body that investigates and recommends action on all acts of sexual harassment against any women.

OBJECTIVES

- ✓ To uphold the dignity of women at MNRCOP.
- ✓ To facilitate a gender-sensitive and congenial working environment at MNRCOP, so that any employee (contractual, casual, temporary and permanent) or student is not subjected to gender- specific discrimination or sexual harassment.
- ✓ To ensure that victims and witnesses are not discriminated against because of lodging complaints.
- ✓ To take proactive measures to educate the MNRCOP community about gender sensitivity.

WHAT CONSTITUTES SEXUAL HARASSMENT

According to the guidelines of the Supreme Court, sexual harassment is defined as unwelcome sexually determined behaviour such as:

- Physical contact, gestures, or talking.
- Demand or request for sexual favours.
- Sexually oriented remarks.
- Showing pornography.
- Use of electronic media (phone, internet) for perpetrating offensive acts.
- Any other unwelcome physical, verbal, or non-verbal conduct of a sexual nature.



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It is important to note here that what constitutes sexual harassment is defined by the victim, and not by the perpetrator.

AWARENESS TO PREVENT SEXUAL HARASSMENT

Be aware that

1. Women have the following fundamental rights under Constitution of India.
 - Right to Gender equality.
 - Right against Gender based discrimination.
 - Right to practice any profession or to carry out any occupation, trade or business.
 - Right to life and liberty.
2. Article 51(A) of the Constitution imposes on every citizen by way of fundamental duty the responsibility to renounce practices derogatory to the dignity of the women.
3. Sexual harassment of individuals has been held as violation of her fundamental right by the Supreme Court.
4. Assault or use of criminal force to an individual or uttering any word or making any gesture intended to outrage their modesty is a cognizable offence under Section 354 with laid down punishment of imprisonment for 2 years or fine or both.
5. All of us have a collective responsibility to protect the rights of individuals and eradicate behaviour, which is unacceptable and discriminatory.

Be careful that you

1. Do not infringe on the fundamental rights of women.
2. Do not ever indulge in any unwelcome physical, verbal or non-verbal conduct of a sexual nature with any employee or student.
3. Do not show or attempt to show directly or by implication pornography to any employee or student.
4. Do not place any employees or students at disadvantageous position in connection with any work or lab experiments or discussions.
5. Do not demand work/ study/ discussion at late hours with one women employee or student.
6. Male employees/ students should avoid entry into the premise of the ladies section of the hostel at late hours and vice versa.

IF YOU ARE BEING HARASSED, WHAT SHOULD YOU DO?



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1. Don't feel a sense of shame. Tell the harasser very clearly that you find his/her behaviour offensive.
2. Don't ignore the harassment in the hope that it will stop on its own. Come forward and complain.
3. Talk to somebody you trust about the harassment. It will not only give you strength but also help others in similar situations come forward and complain.
4. Keep a record of all incidents of sexual harassment in a notebook. If you feel the need to register a formal complaint later, this record will be helpful.

COMPLAINT AND ACTION

Procedure for lodging a complaint

1. The person concerned can personally talk / telephone/ write/ e-mail any member of the Women's Cell.
2. Under special circumstances an individual, who may be a friend/ colleague/teacher/parent of the affected individual may make a written complaint on behalf of the complainant.
3. A written complaint to the Women's Protection Cell may be addressed to the Convener of the Women's Protection Cell.
4. If a written complaint is made to the Principal or any of the members of the Women's Cell, the complaint shall be forwarded to the Convener of the Women's Cell.
5. Any faculty, staff or student who comes to know about an incident of harassment, shall advise the affected person to approach a member of the cell or report to a member themselves. They are discouraged to discuss the issue among themselves or try to solve the problem by themselves.

The name of the complainant will ALWAYS be kept CONFIDENTIAL.

NOTE: A baseless complaint will adversely affect the credibility of the complainant.

NATURE OF PUNITIVE ACTION

An employee found guilty of sexual harassment shall be liable to one or more of the following punitive actions:

1. Give a written apology to the victim.
2. Suitable censure/warning.
3. Withholding of increments.
4. Reduction to lower service, grade or post.
5. Compulsory retirement.
6. Removal from service, or Dismissal from service

A student found guilty of sexual harassment shall be liable to one or more of the following punitive actions:



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1. Give a written apology to the victim.
2. Suitable censure/warning.
3. Withholding/withdrawing scholarship/fellowship and other benefits.
4. Suspension/expulsion from the hostel.
5. Rustication from the Institute up to a certain period or
6. Expulsion from the Institute.

The cell can recommend any other punitive action other than ones listed above.


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Date:10/09/2024

CIRCULAR

This is to inform that Women Protection Cell formed under Women Empowerment and grievance redressal policy of MNR College of Pharmacy has been established for the Academic Year 2024-2025. Following are the members of Women Protection Cell of MNR College of Pharmacy appointed for Academic year 2024-2025.

S No.	Name of the staff Member	Designation	Signature
1	Dr. Vishaka Kulkarni, Professor	Convener	
2	Dr. M. T. Sulthana. Professor	Member	
3	Dr.P Phani Deepika, Assoc. Professor	Member	
4	Mrs. Vadduri Swathi, Assoc. Professor	Member	
5	Mrs. B Lakuma Devi, Asst Professor	Member	
6	Mrs. Preethy Ani Jose, Asst Professor	Member	
6	Ms G Surya Teja, Asst Professor	Member	
7	Dr K Ruchitha, Asst Professor	Member	
8	Ms K Shailaja, B.Pharm 4 th yr	Student representative	
9	Ms VRL Swathi, Pharm D 5 th yr	Student representative	

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Date: 04/10/2024

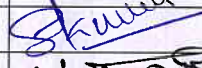
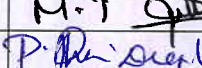
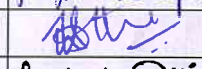
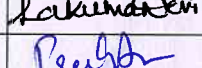
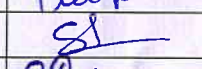
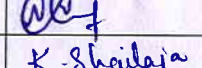
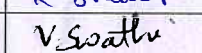



CIRCULAR

All the members of Women Protection Cell formed under Women Empowerment and grievance redressal policy are hereby informed that, there will be a meeting of Woman Protection Cell on 07/10/2024 at Principal Office.

All are requested to attend the meeting sharp at 2.00 pm without fail.


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1	Dr. Vishaka Kulkarni, Professor	Convener	
2	Dr. M. T. Sulthana. Professor	Member	
3	Dr.P Phani Deepika, Assoc. Professor	Member	
4	Mrs. Vadduri Swathi, Assoc. Professor	Member	
5	Mrs. B Lakuma Devi, Asst Professor	Member	
6	Mrs. Preethy Ani Jose, Asst Professor	Member	
6	Ms G Surya Teja, Asst Professor	Member	
7	Dr K Ruchitha, Asst Professor	Member	
8	Ms K Shailaja, B.Pharm IV yr	Student representative	
9	Ms Swathi, Pharm D Vyr	Student representative	



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Date: 08/10/2024

Minutes of meeting

The committee meeting was held on 07/10/2024 in Principal Office. The Convenor Dr. Vishakha Kulkarni started the meeting with welcoming all committee members.

The meeting was conducted to assess the activities conducted during last six months. The sufficient activities were conducted in association with NSS volunteers and the support of students and faculty. Various awareness camps were conducted in nearby community. The menstrual hygiene awareness, PCOD and sexual and reproductive health awareness programs were appreciated by the committee

The convenor also suggested to plan women empowerment program and breast cancer awareness program in community.

The committee members are suggested to keep encourage and motivating the female students to participate in all activities. The following members were present for the meeting:

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1	Dr. Vishaka Kulkarni, Professor	Convener	
2	Dr. M. T. Sulthana. Professor	Member	
3	Dr.P Phani Deepika, Assoc. Professor	Member	
4	Mrs. Vadduri Swathi, Assoc. Professor	Member	
5	Mrs. B Lakuma Devi, Asst Professor	Member	
6	Mrs. Preethy Ani Jose, Asst Professor	Member	
6	Ms G Surya Teja, Asst Professor	Member	
7	Dr K Ruchitha	Member	
8	Ms K Shailaja, B.Pharm IV yr	Student representative	
9	Ms Swathi, Pharm D Vyr	Student representative	

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ANTIRAGGING COMMITTEE POLICY

As per the notification in regard to prevention and prohibition of ragging in the University and UGC act, the committee has been constituted to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in unfair means or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension. Thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, to all students.

Duties of Antiragging Committee:

- It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution.
- **Anti-Ragging Squad:** It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents and having the potential for ragging and shall be empowered to inspect such places.
- It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incidents of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action. Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and



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views concerning the incidents of ragging, and considerations such other relevant information as may be required.

Procedure:

The member Secretary, in consultation with the Chairman of the Committee, shall prepare a provisional agenda for meeting. It shall be circulated to all Members of the Committee two days before meeting. All the decisions should be taken on the basis of majority. After the meeting, the Committee shall approve a report embodying its views, recommendations and decisions.

Meeting:

The committee shall meet at least **once in a year and whenever required.**



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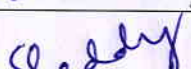
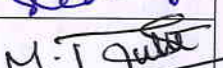




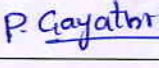
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Date:05/10/2024

CIRCULAR

This is to inform that anti ragging committee of MNR College of Pharmacy has been established for the Academic Year 2024-2025. Following are the members of Anti ragging committee of MNR College of Pharmacy appointed for Academic year 2024-25.

S No.	Name of the staff Member	Designation	Signature
1	Dr. V. Alagarsamy, Principal	Chairman	 PRINCIPAL
2	Dr. P. Subhash Chandra Bose, Professor	Co ordinator	 MNR COLLEGE OF PHARMACY
3	Dr. P. Srikanth Reddy, Professor	Student Advisor	 Reddy
4	Dr. M. T. Sulthana, Professor	Member	 M.T. Sulthana
5	Dr V Ravikumar, Professor	Member	 Ravikumar
6	Mr. I.N. Wilson, Librarian.	Member	 Wilson
7	Dr Pradeepkumar Reddy, Asst. Professor	Member	 Pradeepkumar Reddy
8	Miss. P Gaythri, B Pharm Final year	Student representative	 P. Gayathri
9.	Mr Surya Charan Raj, Pharm D V year	Student representative	 Surya Charan Raj


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Date:05/10/2024



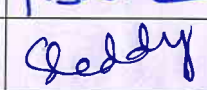
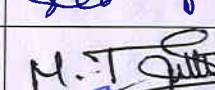
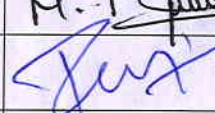
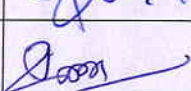

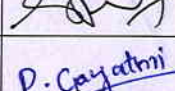

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All the members of Antiragging committee are hereby informed that, there will be a meeting of Antiragging committee on 08/10/2024 at Principal office. All are requested to attend the meeting sharp at 1.00 pm without fail.


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4	Dr. M. T. Sulthana, Professor	Member	
5	Dr V Ravikumar, Professor.	Member	
6	Mr. I.N. Wilson, Librarian.	Member	
7	Dr Pradeepkumar Reddy, Asst. Professor	Member	
8	Miss. P Gaythri, B Pharm Final year	Student representative	
9.	Mr Surya Charan Raj, Pharm D Vth year	Student representative	



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Date: 08/10/2024

MINUTES OF MEETING

Anti ragging committee meeting was conducted on 08/10/2024 at 1.00 pm at Principal office. Dr. P S C Bose Vice Principal initiated the meeting and announced the names and designations of the members of anti ragging committee for the academic year 2024-25.

Chairman Dr V Alagarsamy mentioned that till previous years MNR COP campus is ragging free and the collage committee should take efforts to maintain discipline. The students of first probably will join by the end of October or first week of November. Till the time the students of senior classes should be groomed by conducting awareness sessions.

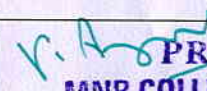
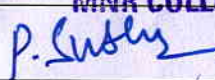
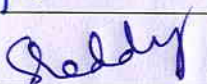
During the orientation program as per chairman suggestion the newly admitted students should also be made aware about the anti ragging committee and coordinators.

The chairman discussed the roles and responsibilities of each anti ragging committee members in initial days of start of new session. He suggested to be vigilant at all hours all around the campus and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places such as canteen, vehicle parking area and walk way to the College of Pharmacy.

The student in Charges in Anti ragging committee also instructed to convey the message to all students that ragging offense will be resulting in very serious consequences.

Chairman further added a note as till date there was no reported ragging case, all has to maintain the same culture in the institution and concluded meeting by thanking all the members.

Meeting attended by:

S No.	Name of the staff Member	Designation	Signature
1	Dr. V. Alagarsamy, Principal	Chairman	
2	Dr. P. Subhash Chandra Bose, Professor	Co ordinator	
3	Dr. P. Srikanth Reddy, Professor	Student Advisor	



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6	Mr. I.N. Wilson, Librarian.	Member	
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STUDENT GRIEVANCE FORM

- 1) Student Name:
- 2) Course/Branch:.....
- 3) Semester:.....
- 4) Registration No.:.....
- 5) Contact No. :.....
- 6) Email id:.....
- 7) Area of Grievance : Academic

Co – curricular

Discipline

Hostel

Any other

☐☐☐☐☐

(for office use)

Complaint No.:

Date:

8) Duration/ Date of the Problem or Incidence:

9) Description of the problem/incident:.....

.....

.....

.....

.....

Signature of Student

Date:

V. Arora

PRINCIPAL
MNR COLLEGE OF PHARMACY



Date: 20/08/2024

CIRCULAR

This is to inform that Student Grievance Redressal Committee of MNR College of Pharmacy has been established for the Academic Year 2024-2025. Following are the members of Student Grievance Redressal Committee of MNR College of Pharmacy appointed for Academic year 2024-25.

PRINCIPAL

Copy to,

S. No	Name of the member	Position	Signature
1	Dr. V. Alagarsamy, Principal	Chairman	
2	Dr. P. Subhash Chandra Bose, Professor	Member	
3	Mrs. M. T. Sulthana, Professor	Women Member	
4	Mr. R. Ravi, Office representative	Office representative	
5	Marugonda Sahith Varma, B.Pharm Final year	Student Member	
6	B Nagesh, Pharm D Vth year	Student Member	



MNR COLLEGE OF PHARMACY

(Approved by PCI, New Delhi & Affiliated to Osmania University, Hyderabad)

V: Fasalwadi, Dist.: Sangareddy -502294 (T.S)

Phone: 08455-230690, 08500056663

www.mnrindia.org; email: p.mnrcop@mnrindia.org



DATE: 20 /08/2024

CIRCULAR

This is to inform that student grievance redressal committee meeting will be held on 22/8/2024 sharp 1.00 PM at the board room ground floor, MNR College of Pharmacy.

All the committee members are requested to attend the meeting.

PRINCIPAL

Copy to,

S. No	Name of the member	Position	Signature
1	Dr. V. Alagarsamy, Principal	Chairman	
2	Dr. P. Subhash Chandra Bose, Professor	Member	
3	Mrs. M. T. Sulthana, Professor	Women Member	
4	Mr. R. Ravi, Office representative	Office representative	
5	Marugonda Sahith Varma, B.Pharm Final year	Student Member	
6	B Nagesh, Pharm D Vth year	Student Member	

DATE: 23/08/2024

Minutes of meeting

The student grievances redressal committee meeting was conducted on 22/08/2024 in ground floor board room to review the any grievances raised by the students


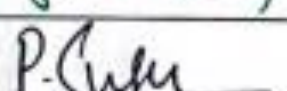

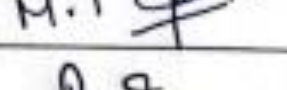
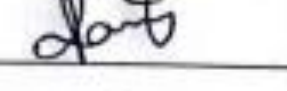
The Chairperson Dr V Alagarsamy initiated meeting by taking review on grievances raised by the students. Dr P S C Bose informed about that there are few grievances raised by the students and issues were immediately resolved.

The committee discussed the grievances raised by students. Dr M T Sulthana discussed about the large dustbins in ladies common room, wash rooms. The office administrator Mr C Mahesh immediately informed same thing to the maintenance department. The Principal Dr V Alagarsamy discussed about the cleanliness in corridors and drinking water area. The office administrator Mr. Mahesh had taken a note and assured that he will take care of these points.

The committee reviewed the activities done by floor incharges to note the maintenance related issues of floor

The meeting was concluded with vote of thanks by Dr PSC Bose.

Meeting attended by,

S. No	Name of the member	Position	Signature
1	Dr. V. Alagarsamy, Principal	Chairman	
2	Dr. P. Subhash Chandra Bose, Professor	Member	
3	Mrs. M. T. Sulthana, Professor	Women Member	
4	Mr. R. Ravi, Office representative	Office representative	
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