



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

CRITERION 5

5.1.4

**Organization Wide Awareness and
Undertakings on Policies with Zero Tolerance**



[Signature]
AGNIHOTRI COLLEGE OF PHARMACY
WARDHA



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

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Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

AGNIHOTRI COLLEGE OF PHARMACY Bapuji Wadi, Ramnagar, Sindi (Meghe), Wardha-442001 (M.S.)				
ANTI DISCREMINATION COMMITTEE				
Sr. No.	Name	Designation	Post	Contact No.
1	Dr. D. R. Mundhada	Principal	Chairperson	9423882961
2	Ms. Ashwini Shambharkar	Assistant Professor	Presiding Officer	7820485945
3	Mr. Amitkumar Lokade	Assistant Professor	Member	7841942990
4	Mr. Hemant Manvatkar	Non Teaching Staff	Member	8308855060
5	Mr. Anishak Itkare	Student Representative	Member	9359245364
6	Ms. Tanika Blaisare	Student Representative	Member	8600649260
7	Mr. Aryash Dongre	Student Representative	Member	9890257407
8	Ms. Sayali Mhaske	Student Representative	Member	9075184571

Anti- Discrimination committee Board



[Signature]
PROFESSOR
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

Sr.No.	Name	Designation
1	Dr. D. R. Mundhada Principal	Chairman
2	Dr. Ram Bawankar Assistant Professor	Coordinator
3	Dr. Dinesh Bramhane Sr. Scientist IPCA, Mumbai	Member & Industry Representative
4	Mr. Uday Mohta Director, SSM Formulations, Ningsanghat	Member & Industry Representative
5	Dr. Dushyant Gaurshettiwar Senior Research Associate, Cipla, Mumbai	Member & Industry Representative
6	Mr. Ananta Sitafale Team Lead-Clinical Trials, Wockhardt, Mumbai	Member & Industry Representative
7	Ms. Ayushi Dange Safety Report Specialist, IQVIA, Mumbai	Member & Industry Representative
8	Ms. Khushboo Vyas Assistant Professor	Member
9	Mr. Prashant Wake Assistant Professor	Member
10	Mr. Akash Kapse Assistant Professor	Member

Industry-Institute Interaction Cell



[Signature]
AGNIHOTRI COLLEGE OF PHARMACY
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Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

Jai Mahakali Shikshan Sanstha's AGNIHOTRI COLLEGE OF PHARMACY WARDHA INDUSTRY - INSTITUTE INTERACTION CELL		
Sr.No.	Name	Designation
1	Dr. D. R. Mundhada Principal	Chairman
2	Dr. Ram Bawankar Assistant Professor	Coordinator
3	Dr. Dinesh Bramhane Sr. Scientist IPCA, Mumbai	Member & Industry Representative
4	Mr. Uday Mohta Director, SSM Formulations, Hinganghat	Member & Industry Representative
5	Dr. Dushyant Gaurshettiwar Senior Research Associate, Cipla, Mumbai	Member & Industry Representative
6	Mr. Ananta Sitafale Team Lead-Clinical Trials Wockhard, Mumbai	Member & Industry Representative
7	Ms. Ayushi Dange Safety Report Specialist, IQVIA, Mumbai	Member & Industry Representative
8	Ms. Khushboo Vyas Assistant Professor	Member
9	Mr. Prashant Wake Assistant Professor	Member
10	Mr. Akash Kapse Assistant Professor	Member

Industry-Institute Interaction Cell



[Signature]
INDUSTRY - INSTITUTE INTERACTION CELL
AGNIHOTRI COLLEGE OF PHARMACY
WARDHA



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)

Sr. No.	Name	Designation	Post	Contact No.
1	Dr. D. R. Mundhada	Principal	Chairperson	9423882981
2	Dr. Prasad P. Jumade	Associate Professor	Presiding Officer	9970011683
3	Ms. Khushbu Vyas	Associate Professor	Member	6421961841
4	Mr. Prashant Wake	Associate Professor	Member	8149897739
5	Mrs. Nayana Baraskar	Non Teaching Staff	Member	8698822516
6	Mr. Subhashishy Kale	Student Representative	Member	9322309809
7	Mr. Anant Datar	Student Representative	Member	7378326543
8	Mr. Pravinrao Kaware	Student Representative	Member	724 942236
9	Ms. Dhanashree Bhuyar	Student Representative	Member	8010404408

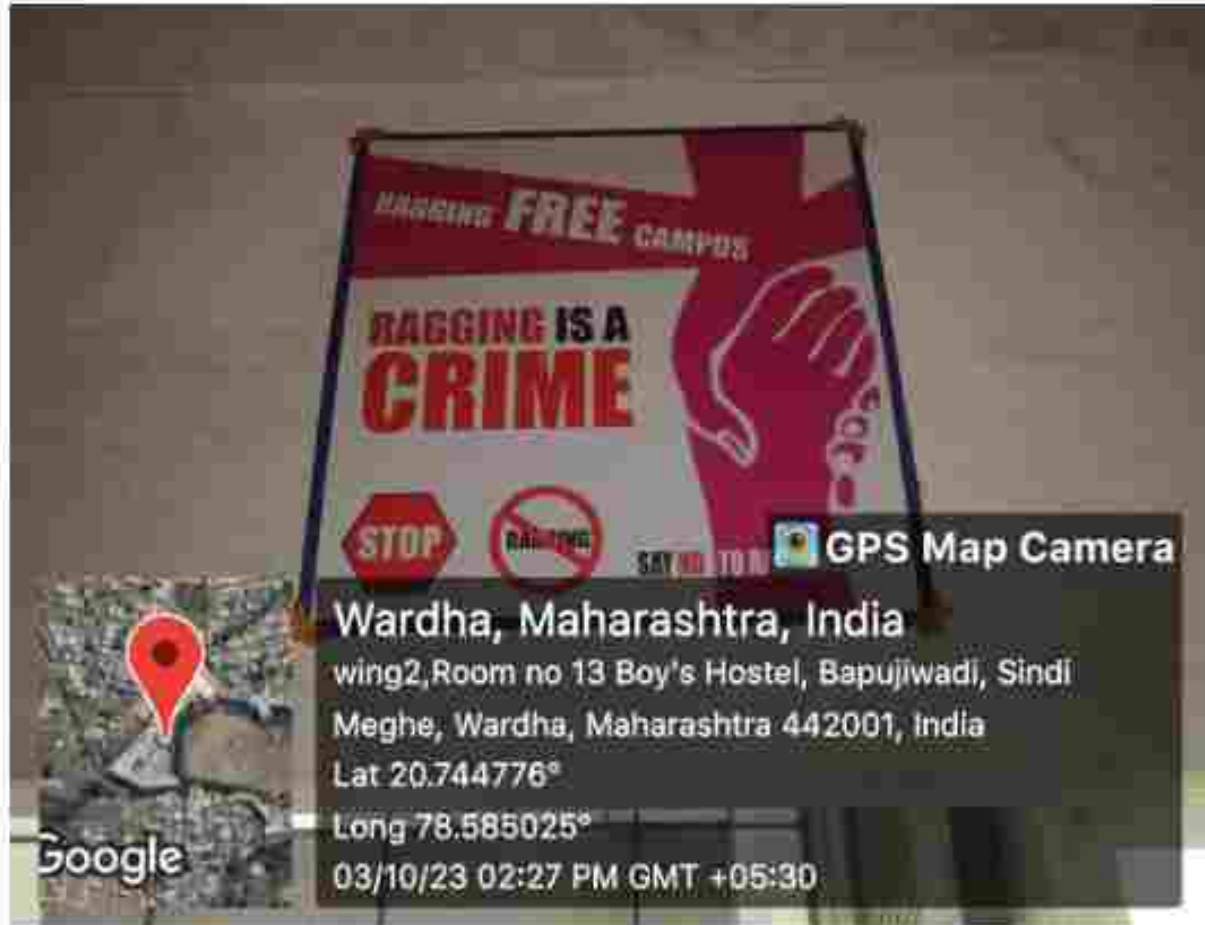
Student's Grievance Redresal Committee



P.P. Kulkarni
PRINCIPAL
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)



Anti-Ragging Poster



[Signature]
AGNIHOTRI COLLEGE OF PHARMACY
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Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

AGNIHOTRI COLLEGE OF PHARMACY <small>Bapuji Wadi, Kamnagar, Sindi (Meghe), Wardha-442001 (M.S.)</small>				
ANTI-RAGGING COMMITTEE				
Sr. No.	Name	Designation	Post	Contact No.
1	Dr. D. R. Mundhada	Principal	Chairperson	9423892961
2	Mr. Prashant Wake	Associate Professor	Presiding Officer	8140697739
3	Ms. Neha Shete	Associate Professor	Member	8421951841
4	Mr. Sanjay Oza	Medic Representative	Member	9823368133
5	Mr. Manoj Mohata	NGO Incharge	Member	9923402582
6	Mr. Gajanan Jangamwar	Advocate	Counselor	9421772050
7	Police Sub-inspector (PSI)	Police Representative	Member	0715223216
8	Mr. Akshay Khadse	Student Representative	Member	7443151843
9	Ms. Ishika Bhaisare	Student Representative	Member	8600649260

Anti-Ragging Committee



[Signature]
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe), Wardha-442001 (M.S.)



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)



Anti-Ragging Clause



[Signature]
AGNIHOTRI
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

Sl. No.	Name	Designation	Post	Contact No.
1	Dr. D. R. Mundhada	Principal	Chairperson	9423882991
2	Ms. Ashwini Shambharkar	Assistant Professor	Presiding Officer	7522485945
3	Mr. Amitkumar Lokade	Assistant Professor	Member	7041542990
4	Mr. Hemant Manvatkar	Non Teaching Staff	Member	8308855060
5	Mr. Abhishek Itkare	Student Representative	Member	9370245364
6	Ms. Ishika Bhalare	Student Representative	Member	8800649255
7	Mr. Aryash Dongre	Student Representative	Member	9890257407
8	Ms. Sayali Mhaske	Student Representative	Member	8075184571

Anti Discrimination Committee



[Signature]
PRINCIPAL
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

Sr. No.	Nama	Designation	Post	Contact No.
1	Dr. D. R. Mundhada	Principal	Chairperson	9423862961
2	Ms. Khushbu Vyas	Associate Professor	Presiding Officer	8408895408
3	Ms. Neha Shete	Associate Professor	Member	8421951841
4	Mr. Amitkumar Lokado	Assistant Professor	Member	7841942990
5	Mr. Manoj Mohata	NGO Representative	Member	9923402582
6	Mrs. Lata Ingle	Non Teaching Staff	Member	9881552962
7	Mrs. Nayana Baraskar	Non Teaching Staff	Member	8698822516
8	Mr. Abhishek Itkare	Student Representative	Member	9359245364
9	Ms. Lily Roy	Student Representative	Member	9021212570
10	Mr. Sumit Yawalkar	Student Representative	Member	9763350996
11	Ms. Sarita Dhote	Student Representative	Member	9172357911
12	Mr. Prasanna Kaware	Student Representative	Member	7248942236
13	Ms. Nandini Khadatkar	Student Representative	Member	9022374402

Gender Sensitization Cell



[Signature]
Author/In-charge of Pharmacy
11/03/2024



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)

Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY (DIPLOMA), WARDHA
STRUCTURE OF ICIU

Sl. No.	Category	Name
1	Chairperson (Ex-officio)	Dr. D. K. Mundhoge
2	Assistant Co-ordinator (Academic/Community Service)	Ms. S. K. Kulkarni
3	Representatives from Faculty	Mr. Vinod S. Jadhav
4	Representatives from Faculty	Mr. P. S. Jhaveri
5	Representatives of Industry	Dr. Anurag Mishra
6	Representatives of Industry	Mr. Sampy Mahata
7	Student representative	Mr. Pradip Horne
8	Student representative	Ms. Swapnil Bhambur
9	Parents representative	Mr. Sankar Bhoirane

Structure of ICIU



P. S. Jhaveri
P. S. JHVERI
AGNIHOTRI COLLEGE OF PHARMACY
WARDHA



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)



CCTV camera



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AGNIHOTRI
Agnihotri College of Pharmacy
Wardha



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)



CCTV Camera



Signature
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)



CCTV Footage



P.P. Jadhav
PRINCIPAL
Agnihotri College of Pharmacy
Wardha



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

CRITERION 5

5.1.4

**Mechanism for submission of
online/offline student's grievances**



[Signature]
PRINCIPAL
Agnihotri College of Pharmacy
Wardha



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

Sr. No.	Particular	Link to Relevant Document
1.	Mechanism for submission of online/offline student's grievances	https://www.acpwardha.org/page.php?name=Grievance%20Redressal%20Committee%20&&collegename=ACP

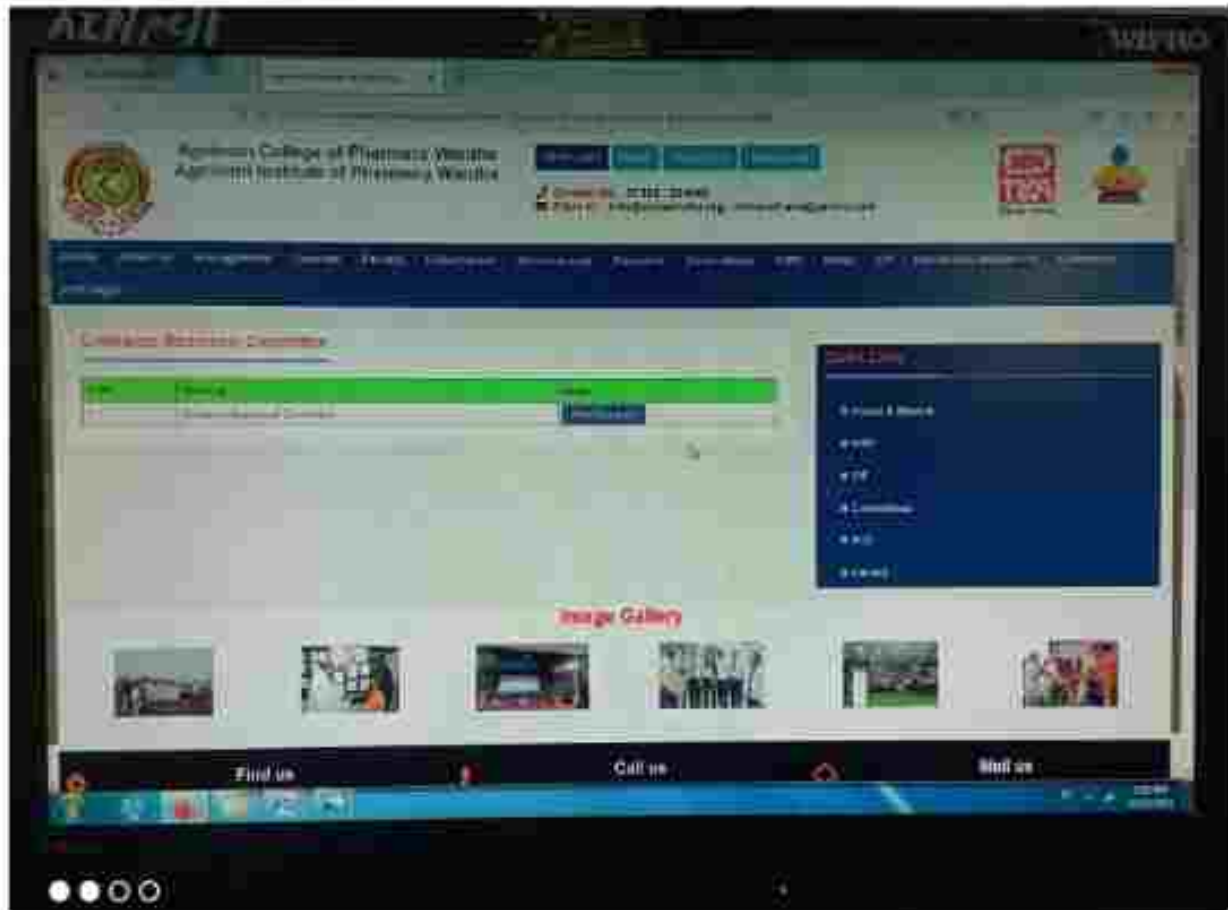


[Signature]
Principal
Agnihotri College of Pharmacy
Wardha



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)



<https://www.acpwardha.org/page.php?name=Grievance%20Redressal%20Committee%20&collegename=ACP>



Official
PROVINCIAL
Agnihotri College of Pharmacy
Wardha



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)



Grievance Redresal ommittee 2018-2019

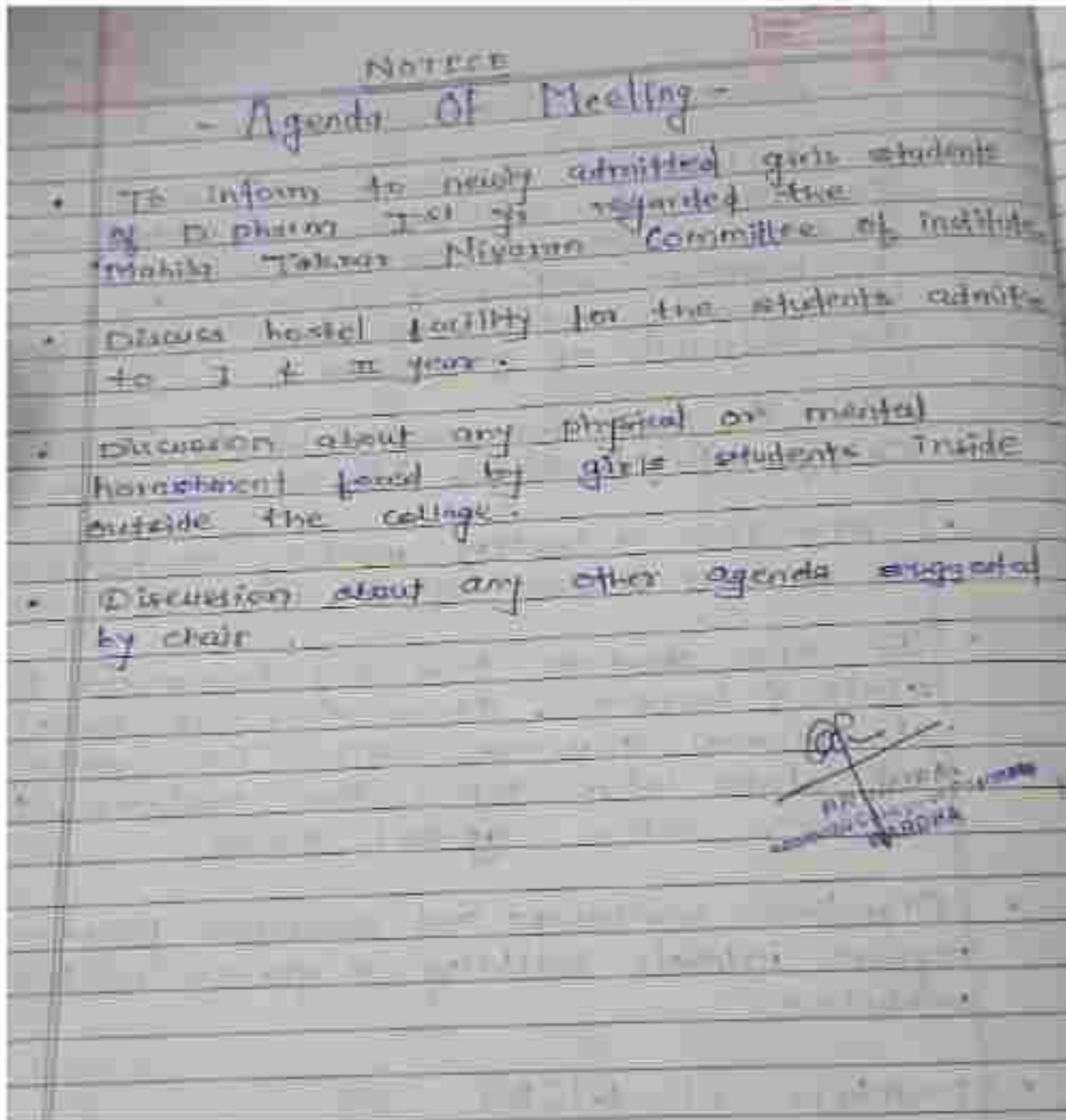


[Signature]
PRINCIPAL
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



Agenda of Meeting



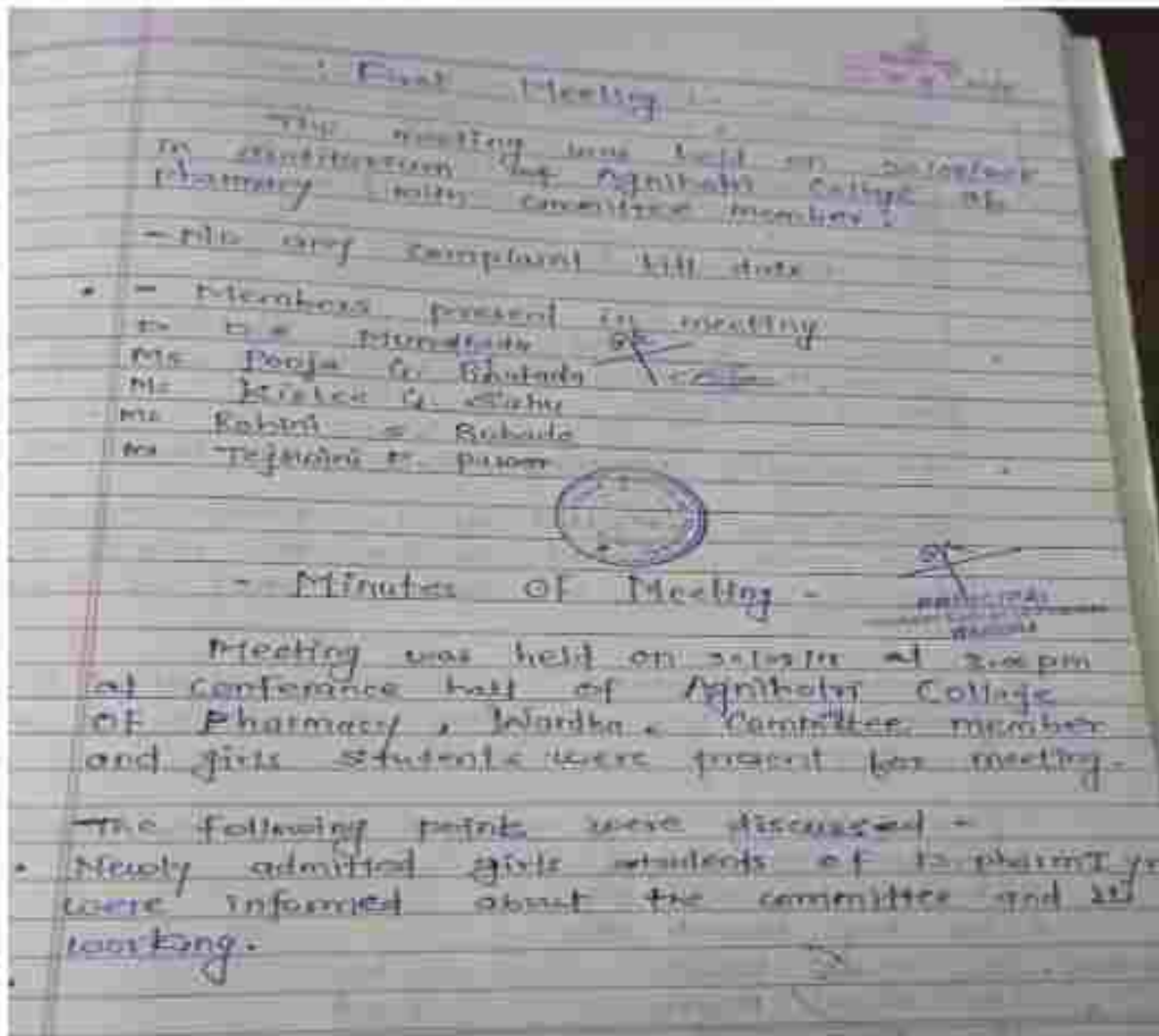
P. V. Patil
PRINCIPAL
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



First Meeting



Pooja G. Babunde
PRINCIPAL
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

A representation of staff was made and the students' feedback was taken amongst the students. The students were made aware of any physical, verbal or non-verbal conduct. Discussion was held about the facilities to be taken. Discussion was made regarding any unwanted action they were facing in college of any sexual nature. No complaint regarding subject was mentioned. Student were addressed by chair person regarding chair person addressed regarding the unwelcomed physical, verbal or non-verbal conduct of sexual nature. Humiliating treatment to women which affect their health and safety, safety of students in college premises. The following members were present for meeting:

Dr. D.R. Mundhade
Mrs. Kiran Sohvi
Ms. Pooja Bhutade
Ms. Ratna Bobade
Ms. Shital Megare
Ms. Tejaswini Pawar

[Signature]
Teacher's Signature

Minutes of the meeting



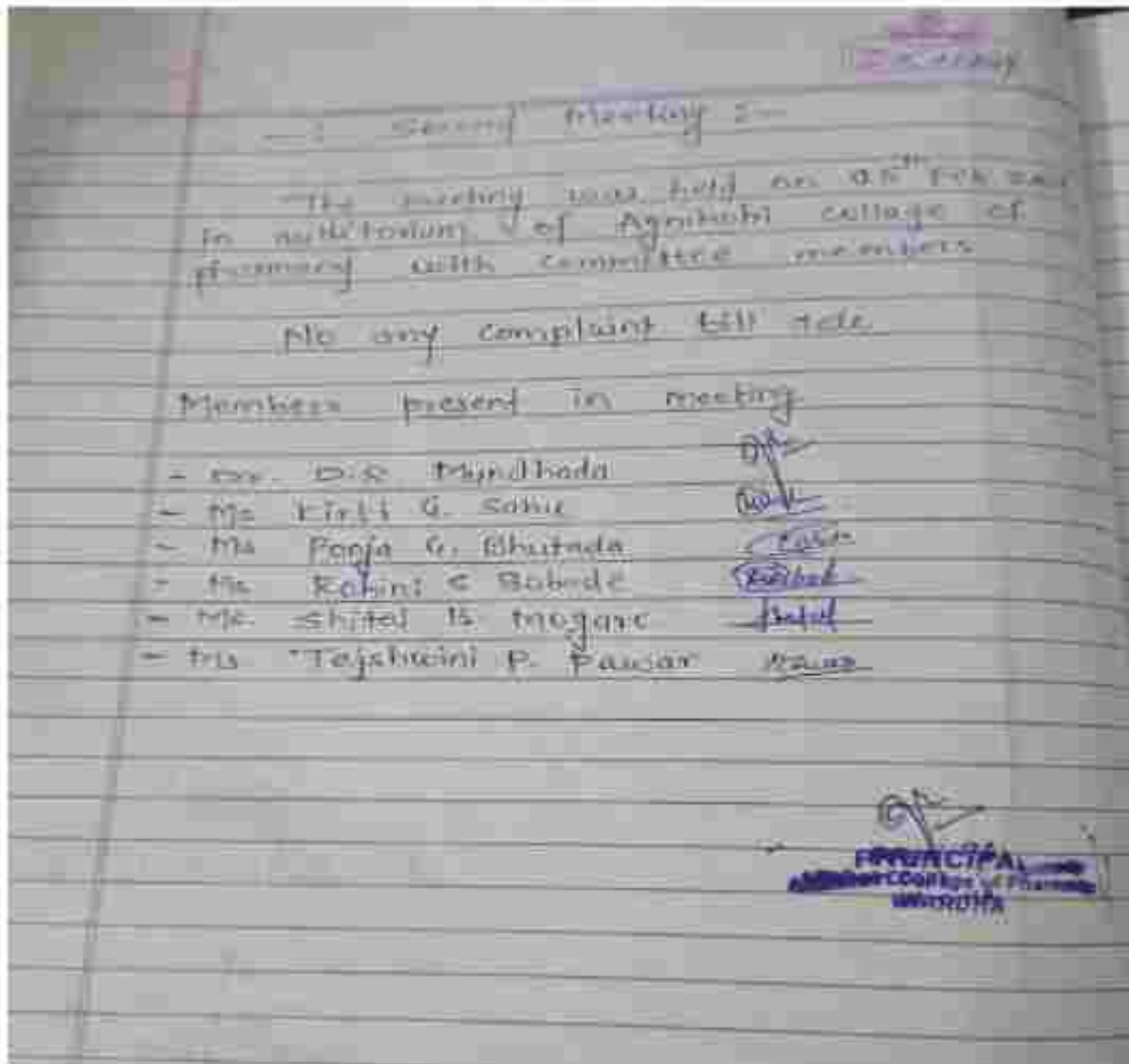
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AGNIHOTRI
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



Second Meeting



P. Pawar
AGNIHOTRI
Agnihotri College of Pharmacy
BARODA



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)



Grievance Redresal Committee 2019-2020



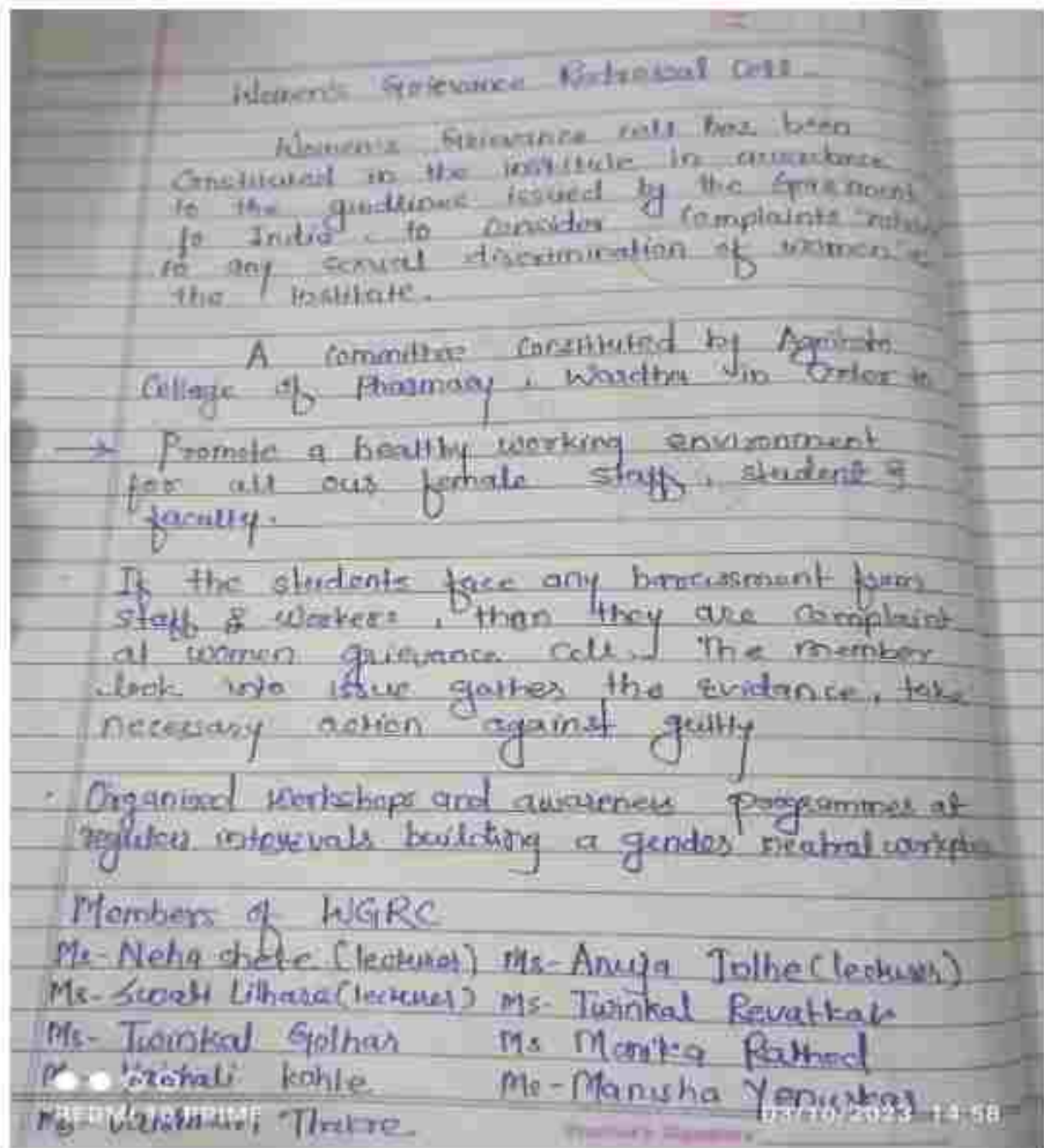
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PRINCIPAL
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

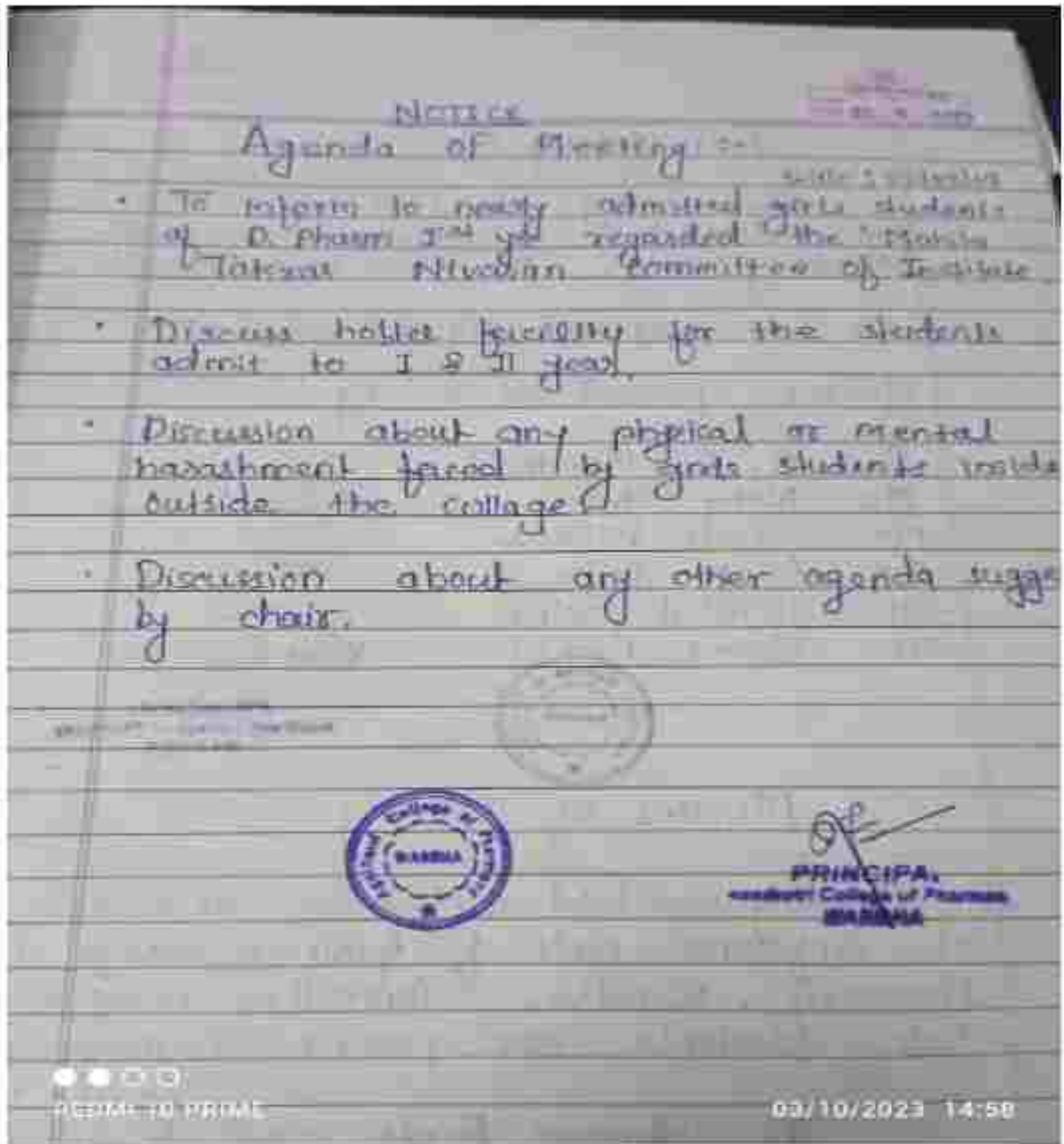
Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



AGNIHOTRI
COLLEGE OF PHARMACY
Wardha



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)



Notice of Meeting



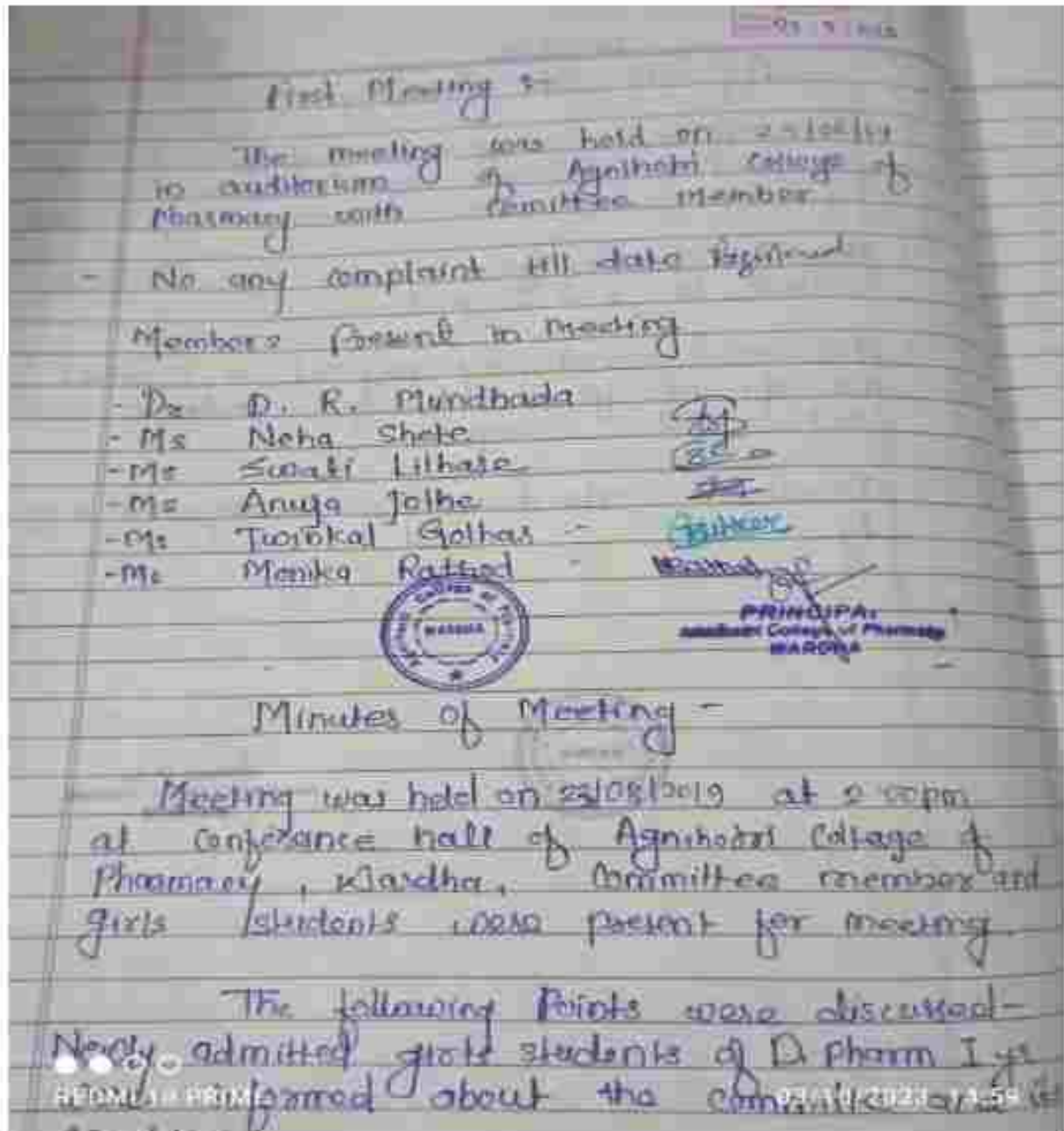
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PRINCIPAL
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



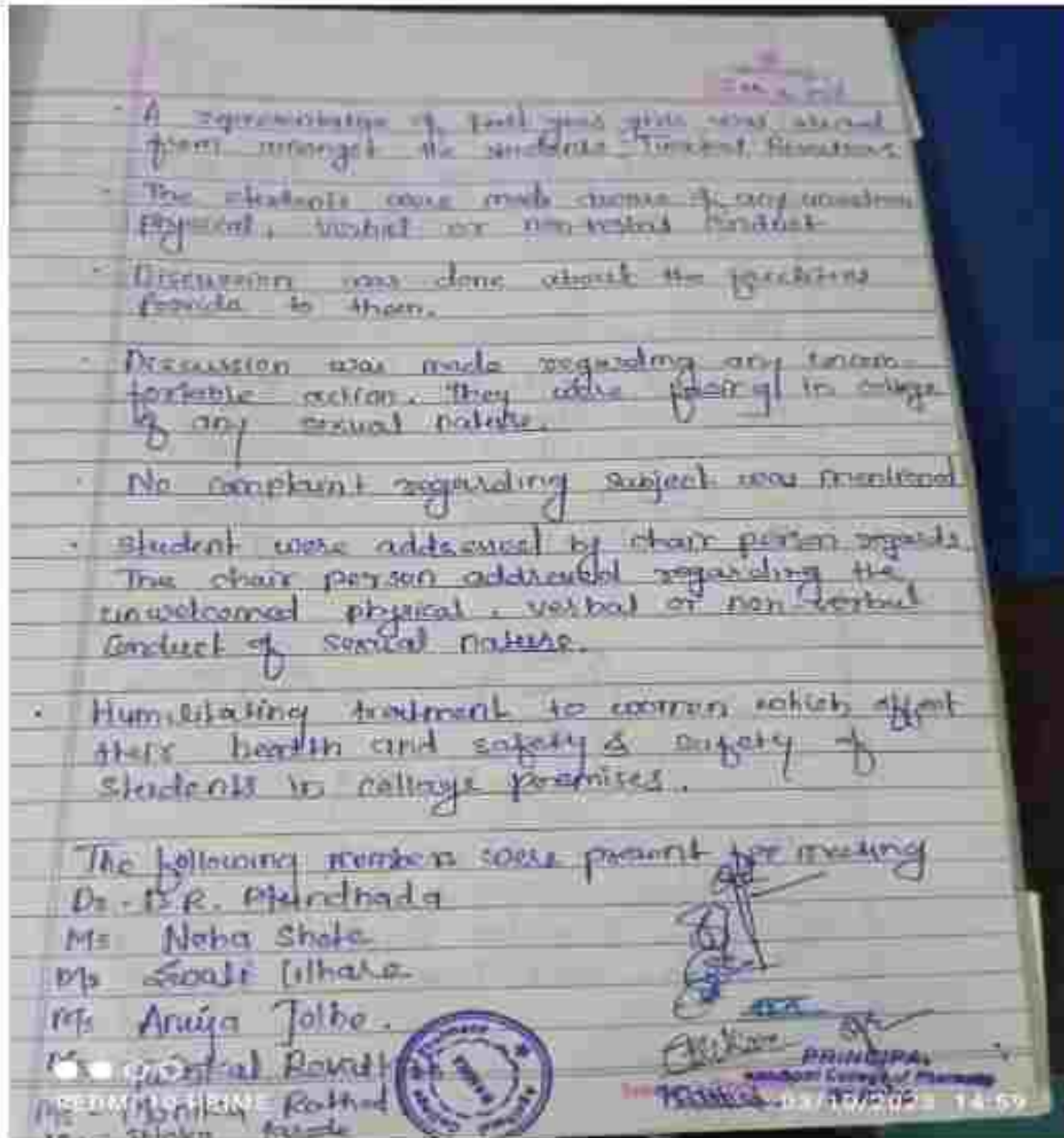
First Meeting



Principal
Agnihotri College of Pharmacy
Wardha



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



Minutes of Meeting



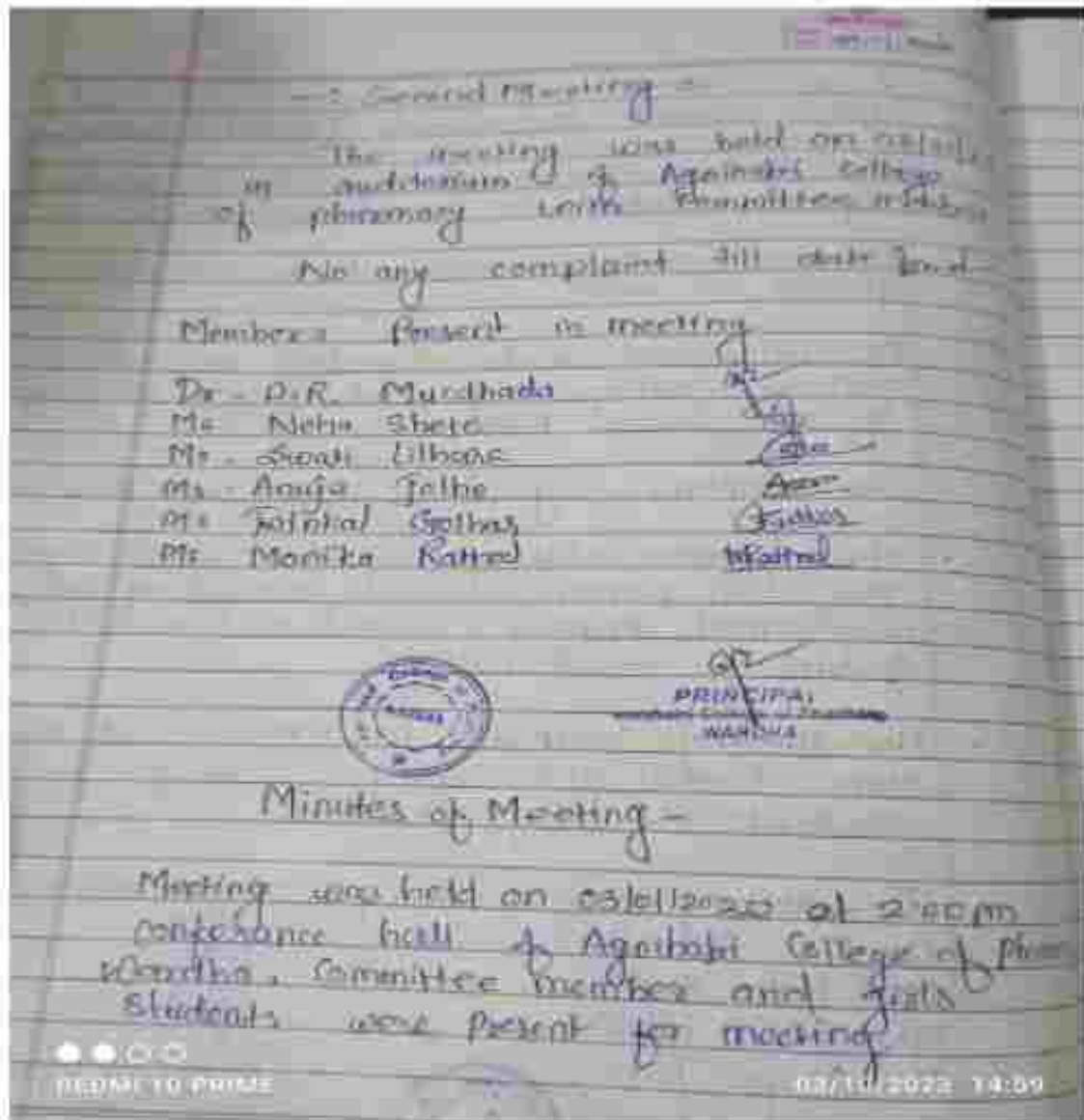
Pratiksha Raut
PRINCIPAL
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)



Second Meeting



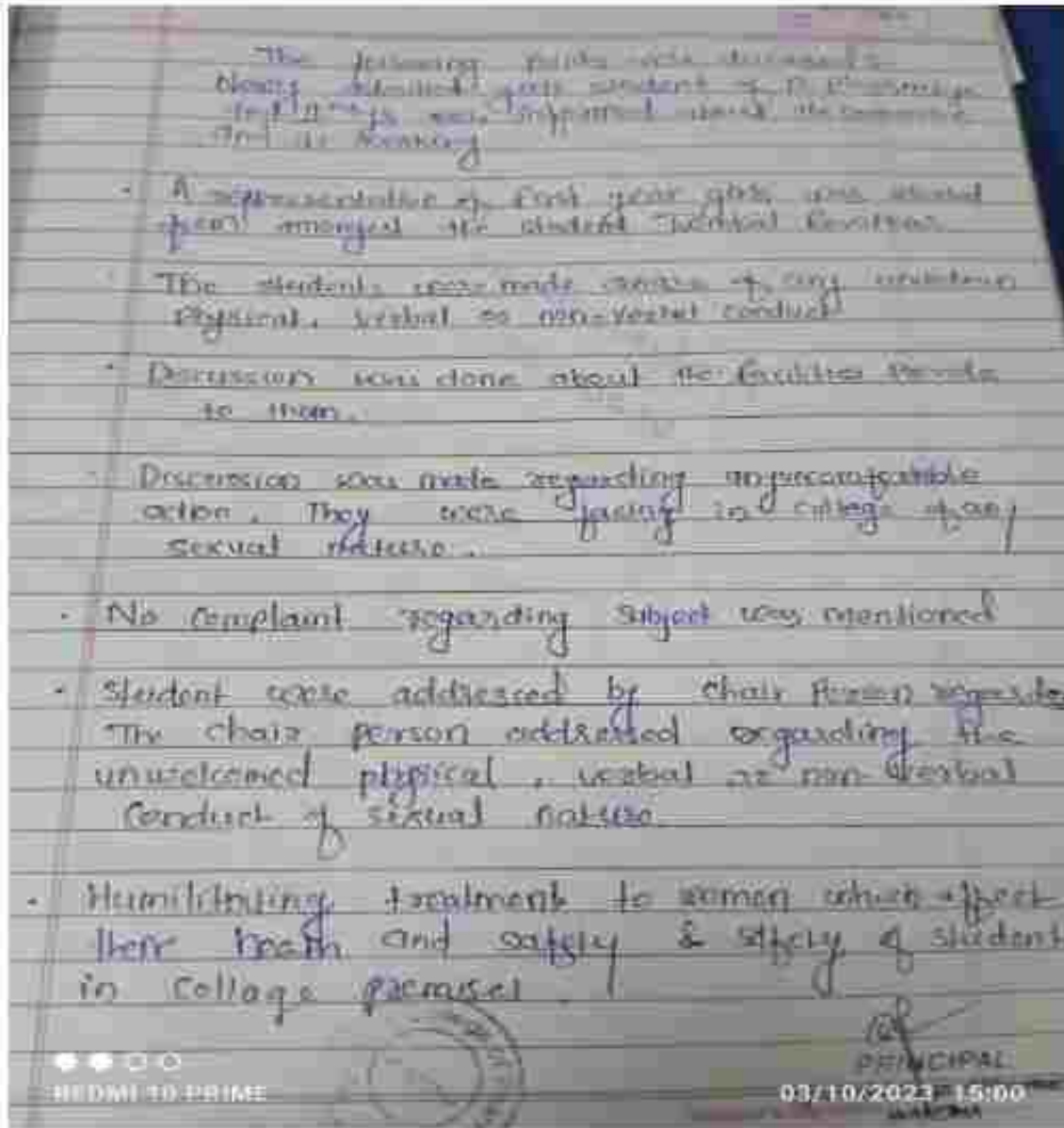
[Signature]
Principal
Agnihotri College of Pharmacy
Wardha



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)



Minutes of Meeting



[Signature]
PRINCIPAL
Agnihotri College of Pharmacy
Bardha



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

Ref: ACP/IRC /2020-21 Date: 28.08.2021


Subject: Grievance Redressal Committee.


Dear Sir/Madam,

With reference to above mentioned subject, following are the members of Grievance Redressal Committee of Agnihotri College of Pharmacy, Wardha for the year 2020-2021.

The committee comprises of following members:

S. No.	Name of Member	Designation	Position	Signature
1.	Dr. D. R. Mundhada	Principal	Chairman	
2.	Dr. Rajkumar Tugnayat	Principal (PACZ)	OSRD/DESMAN	
3.	Ms. Neha G. Shinde	HOD	Committee Incharge	
4.	Gajanan Jangamkar	Advocate	Committee	
5.	Manoj Nibhate	NGO Incharge	Member	
6.	Pravin Shukla	Media Representative	Member	
7.	PSI	Police Representative	Member	
8.	Ms. Hridaya Satore	Lecturer	Member	
9.	Ms. Deepali D. Kamble	Lecturer	Member	




Principal
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

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Grievance Redressal Committee 2020-2021



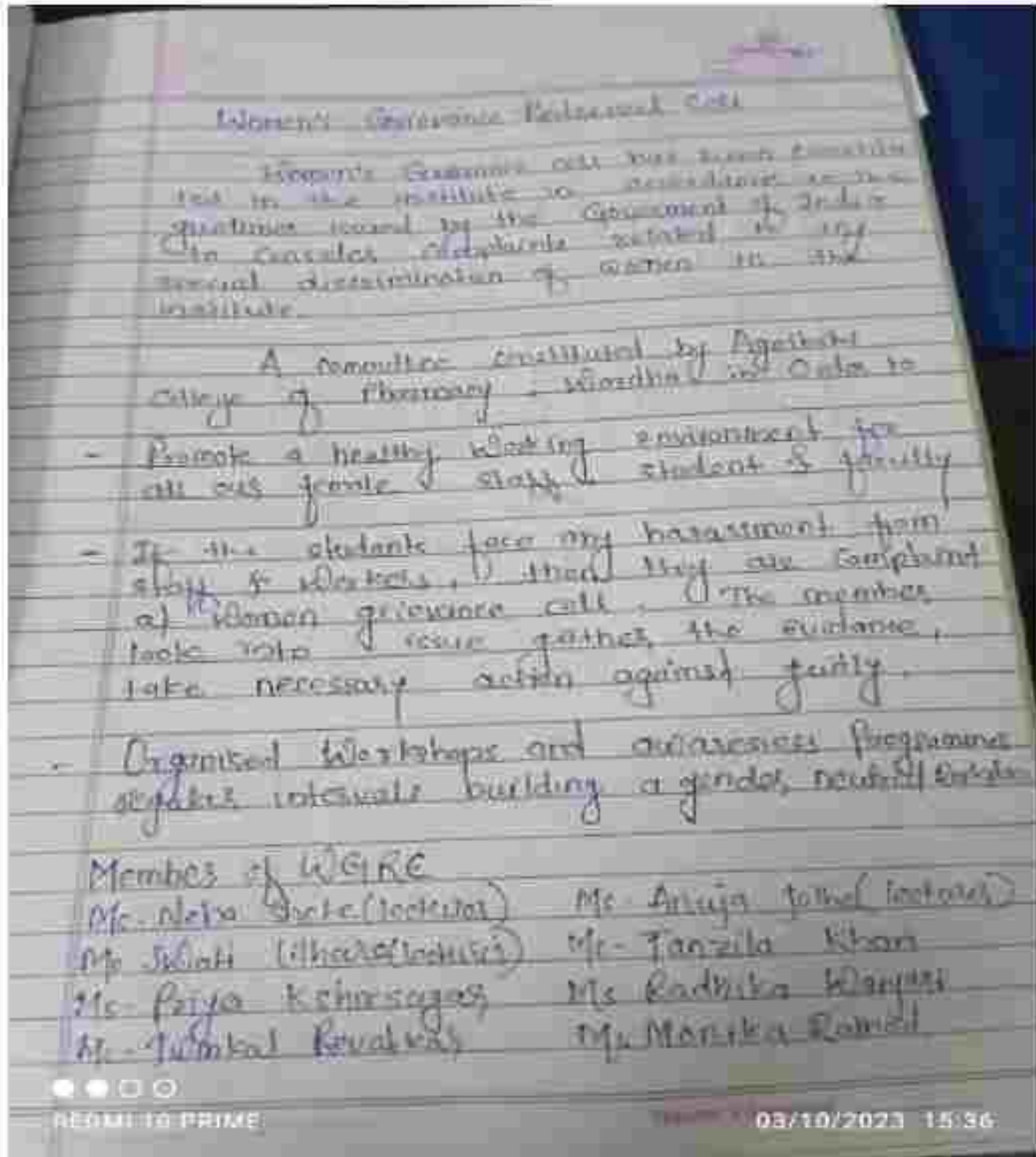

Principal
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



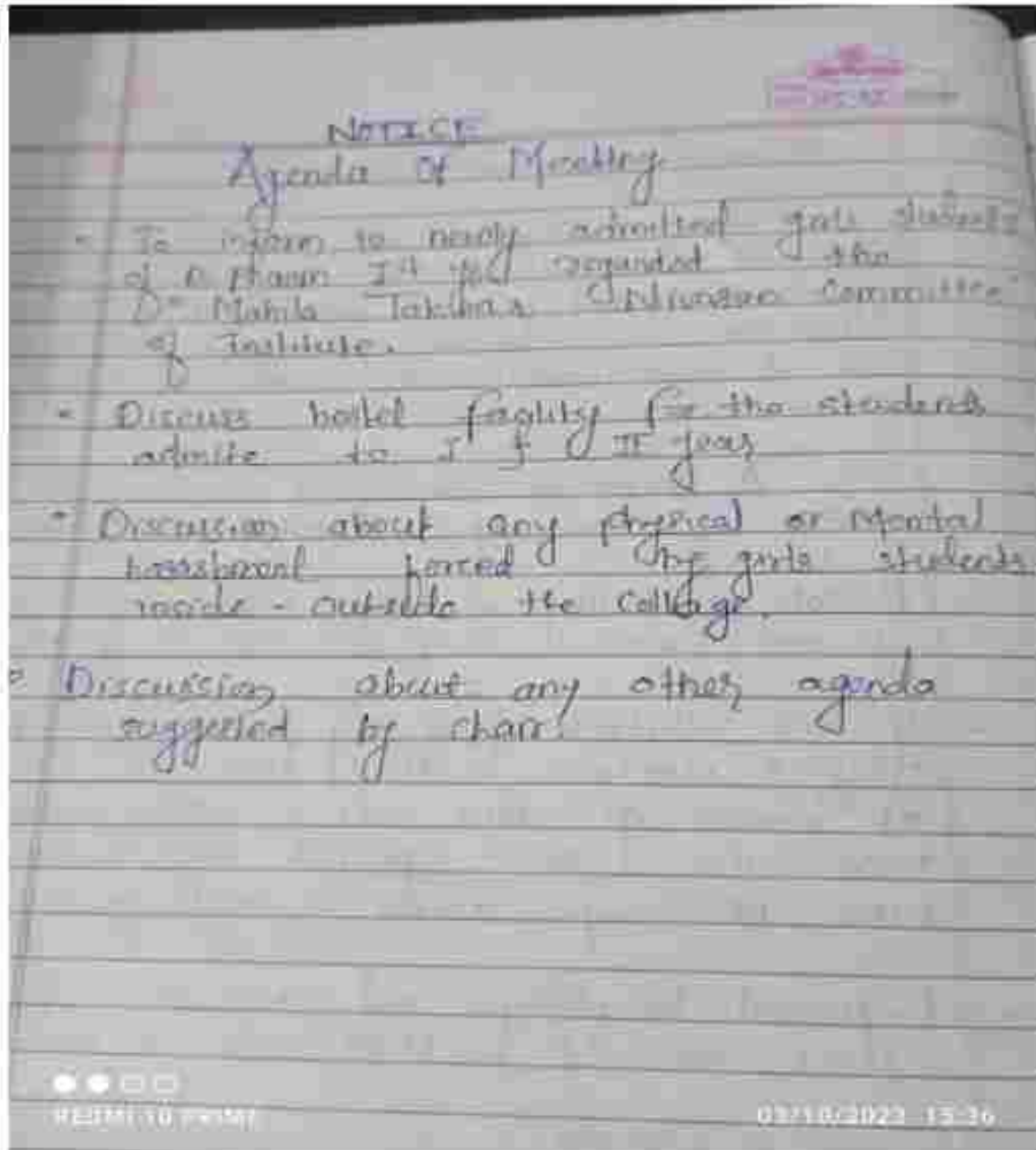
AGNIHOTRI
COLLEGE OF PHARMACY
Wardha-442001 (M.S)



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



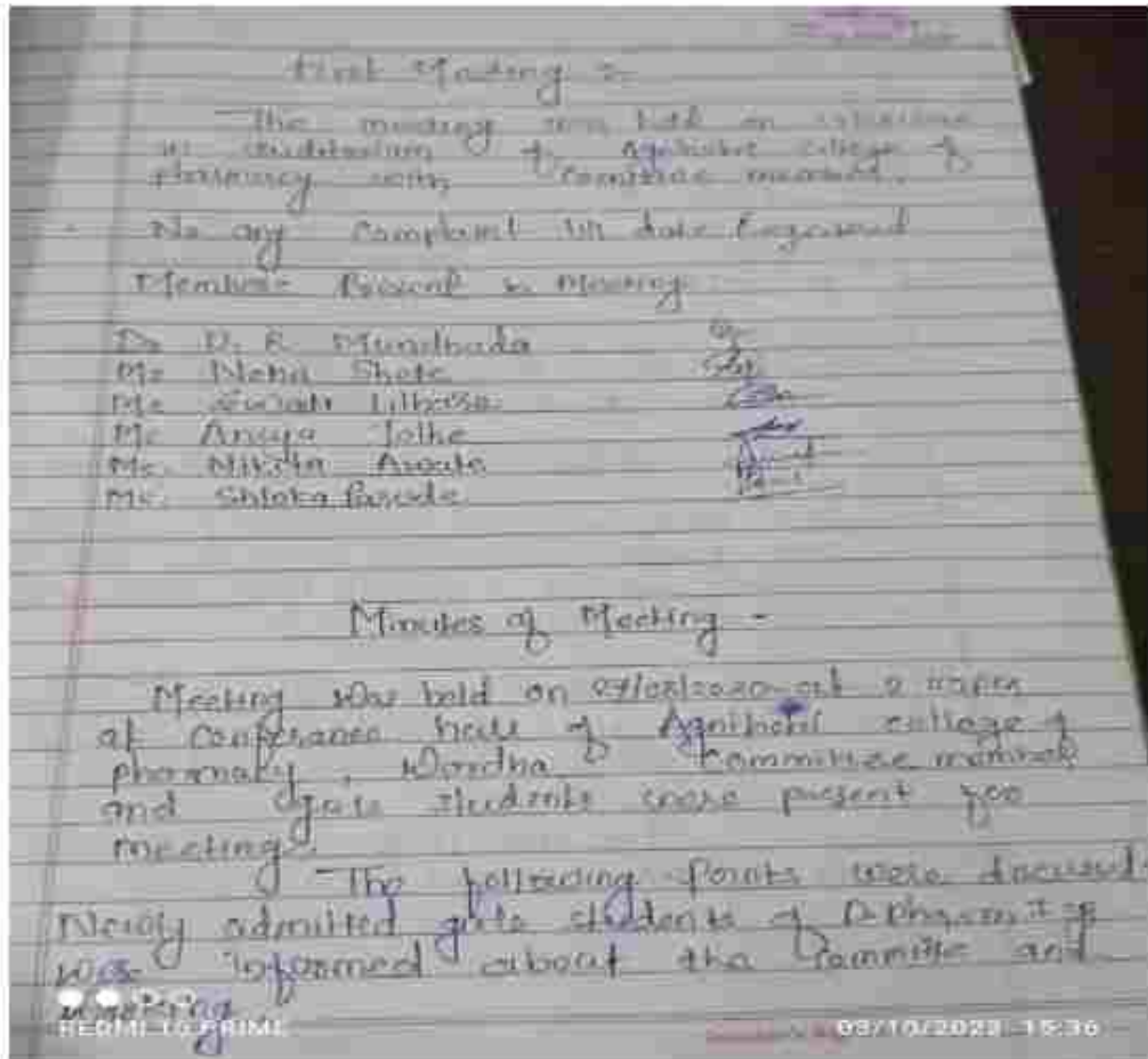
Agenda of Meeting



[Signature]
PRINCIPAL
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



First Meeting

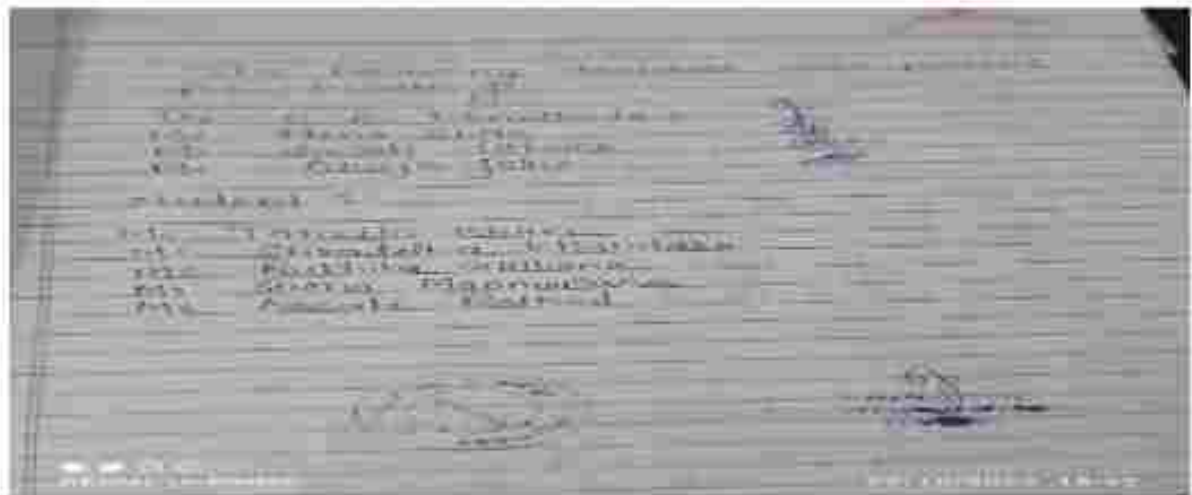
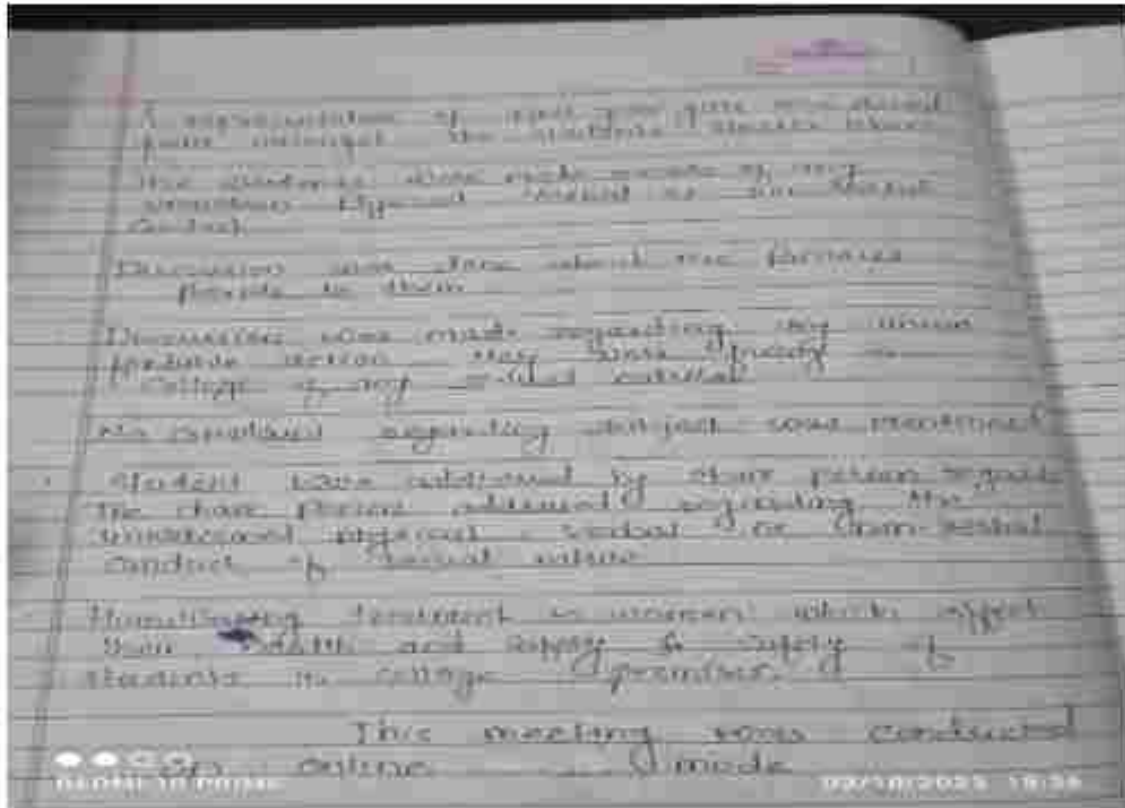


[Signature]
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



Jai Mahakali Shikshan Sanstha's AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



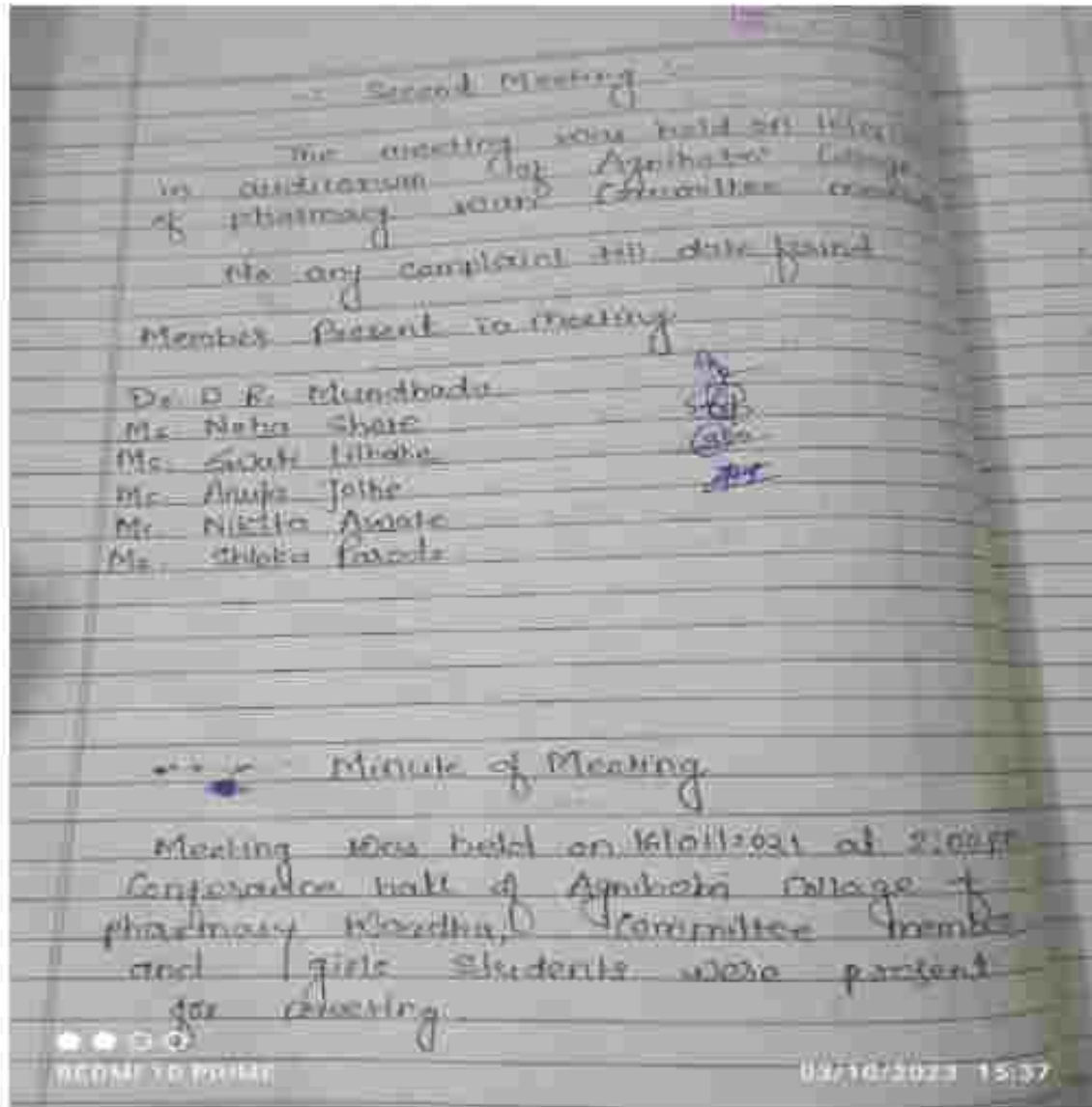
Minutes of Meeting



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AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



Second Meeting



M. Mandhade
AGNIHOTRI COLLEGE OF PHARMACY
WARDHA



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001

The following were the main points discussed during the meeting held on 08/10/2024.

- A representation of the faculty and staff was presented to the Principal.
- The students were advised to maintain a safe distance and avoid unnecessary contact.
- Discussions were held on the various aspects of the curriculum.
- Particular attention was given to the importance of practical work in the college.
- No complaints regarding the quality of the education were received.
- Students were advised to take care of their physical, verbal, and written conduct.
- Students were advised to take care of their health and safety.

The meeting was held on 08/10/2024 at 10:00 AM in the meeting room of the college.

Present:

- Dr. [Name]
- Dr. [Name]
- Dr. [Name]
- Dr. [Name]
- Dr. [Name]

Minutes of Meeting

Minutes of Meeting



[Signature]
Principal
Agnihotri College of Pharmacy
Wardha



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe) Wardha-442 001

Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe) Wardha-442 001

Myr. 44/1/2021-22
Date: 26-11-2021

Subject: Grievance Redressal Committee

From: Mr. Madan

With reference to above matter subject, the following members of the grievance redressal committee of Agnihotri College of Pharmacy, Wardha for the year 2021-2022.

The Committee is as follows:

Sr No	Name of Members	Designation	Position	Signature
1.	Dr. D.R. Mijchada	Principal	Chairperson	
2.	Dr. Rajkumar Yashwanth	Principal (DPUCC)	MEMBER	
3.	Mr. Neha Shukla	MO	Committee Incharge	
4.	Dr. Sujaykumar Jangamwar	Advocate	Committee	
5.	Mr. Manoj Mishra	NISO Incharge	Member	
6.	Mr. Rajan Shukla	Medical Representative	Member	
7.	PS	Public Representative	Member	
8.	Mr. Anshay N. Madan	Lecturer	Member	
9.	Mr. Pratiksha Thakur	Lecturer	Member	


Principal
PRINCIPAL
Agnihotri College of Pharmacy
WARDHA

Grievance Redressal Committee 2021-2022




MANOJ MISHRA
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe) Wardha-442 001

Internal Governance Review 2020

Internal Governance refers to the policies and procedures that are implemented in the organization to ensure that the organization is run in a fair and equitable manner. It is a key component of the organization's overall governance structure and is essential for the organization to achieve its mission and vision.

A committee consisting of Agnihotri College of Pharmacy is formed in order to

- Promote a healthy working environment for all our female staff, student and faculty.
- If the student face any harassment from staff and teacher then they are employed at women's grievance cell. The members take into issue getting the evidence take necessary action against guilty.
- Organized workshops and seminars programmes regular intervals.



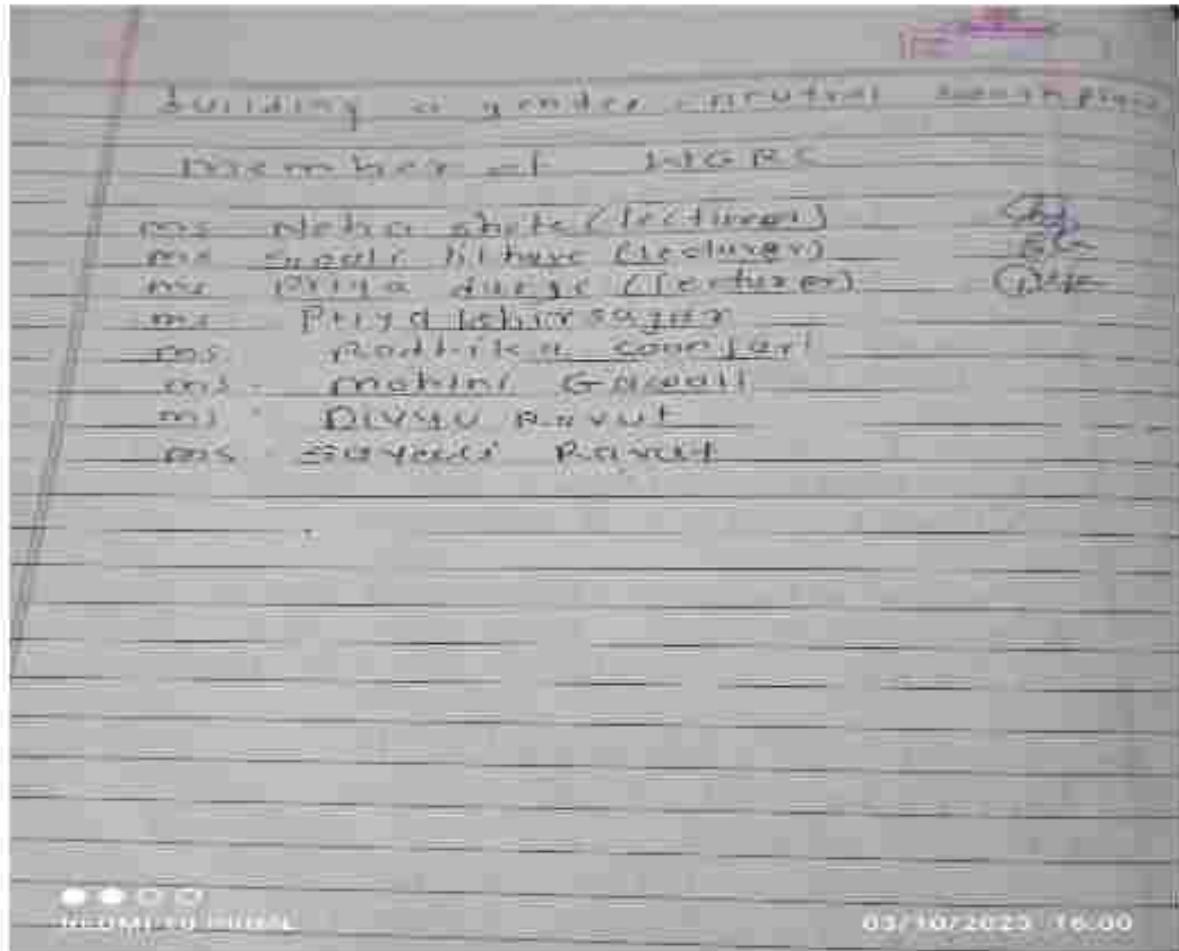
APC
Agnihotri
AGNIHOTRI
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001



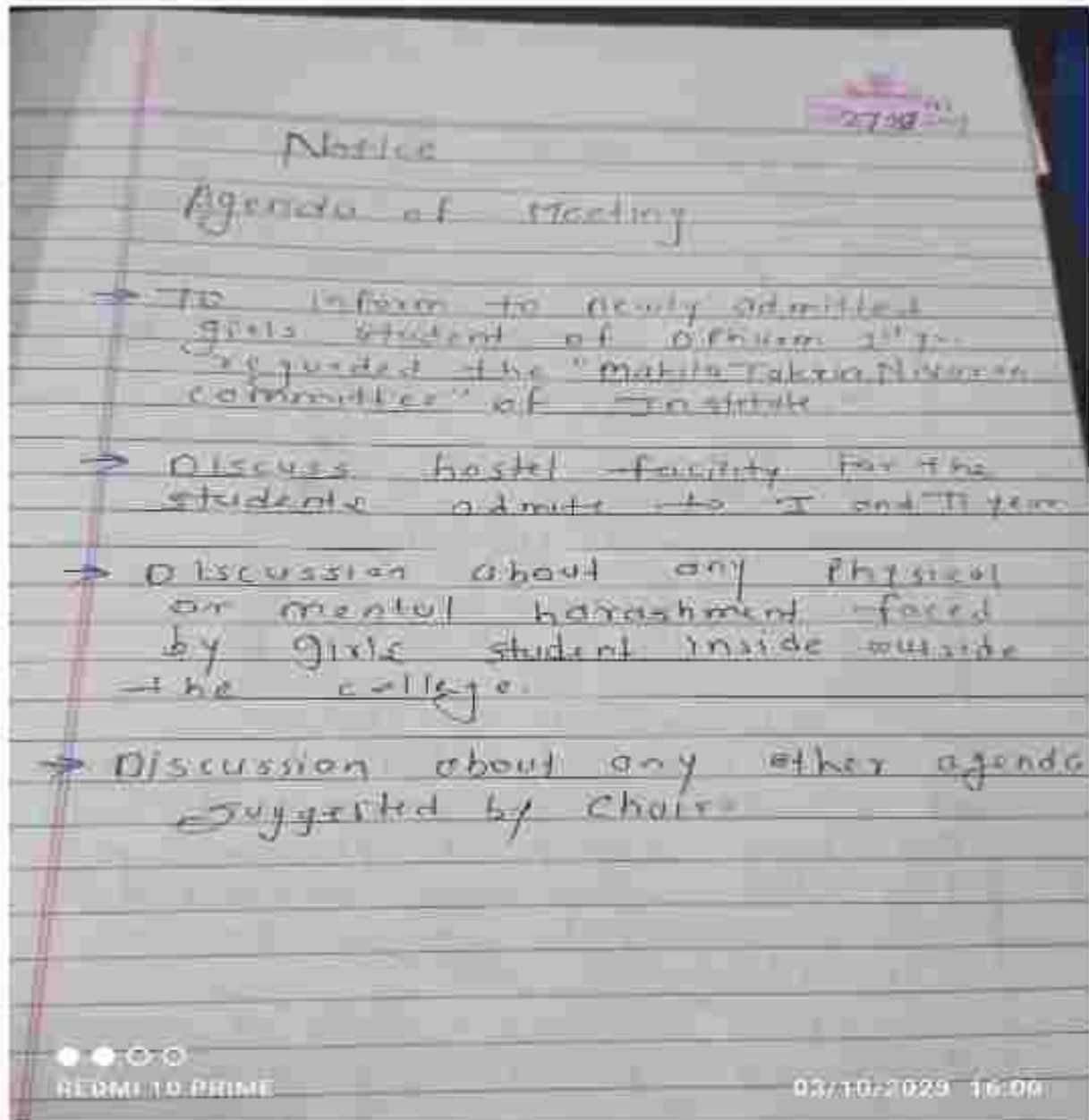
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AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe) Wardha



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001



Agenda of Meeting

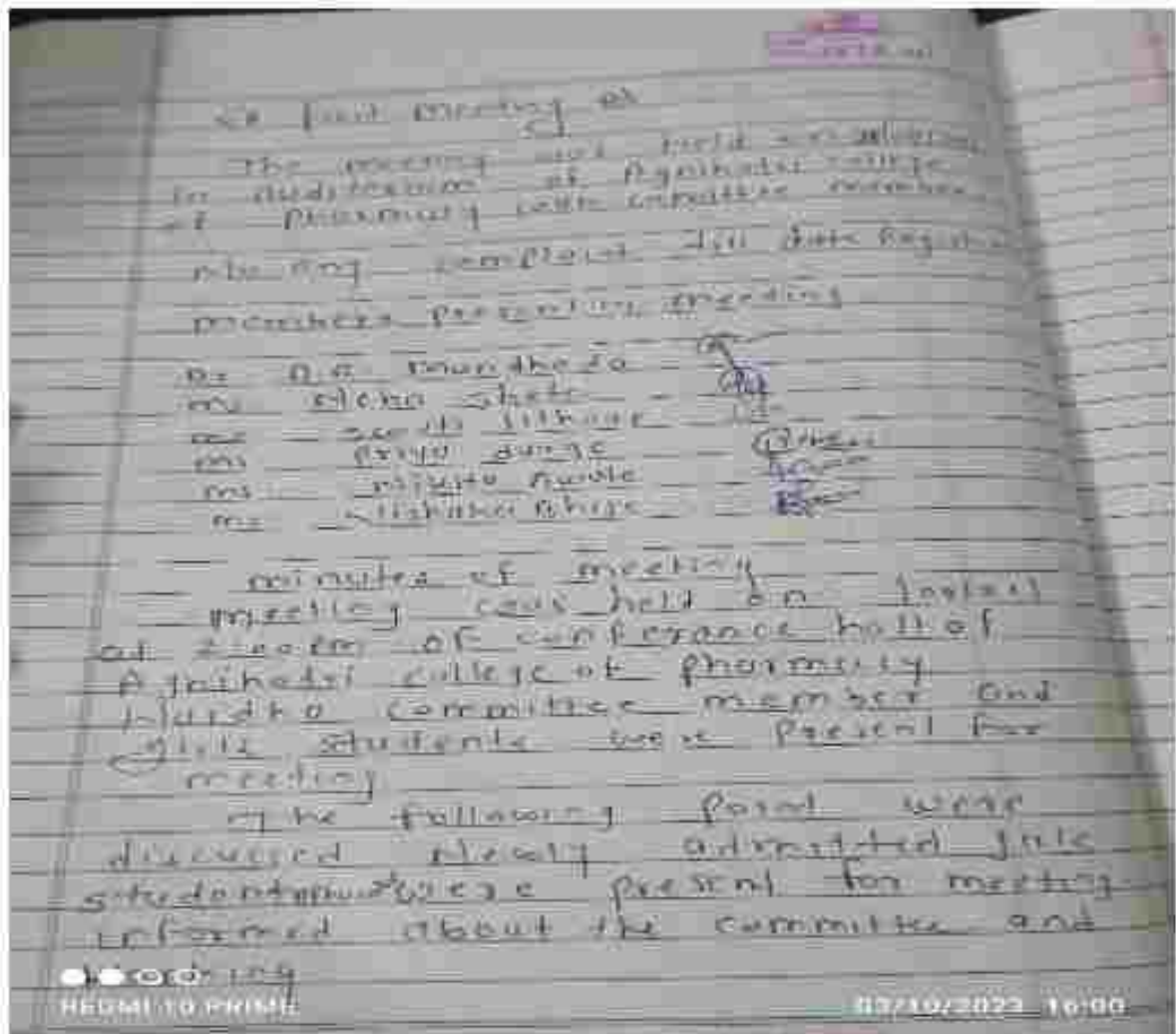


P. P. Jadhav
Principal
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe) Wardha-442 001



First Meeting



Dr. D. S. Mundhe
Principal
Agnihotri College of Pharmacy
Wardha



Jai Mahakali Shikshan Sanstha's
AGNIHOTRI COLLEGE OF PHARMACY
Bapuji Wadi, Sindi (Meghe)Wardha-442 001

The meeting of the Faculty was held on 02/10/2023 at 10:00 AM in the meeting room of the college. The meeting was presided over by the Head of Institution. The meeting was held to discuss the issue of sexual harassment in the college. The Head of Institution informed that the college has received several complaints of sexual harassment from the students. The meeting discussed the issue and decided to take the following steps to address the issue:

- 1. To conduct a workshop on sexual harassment for the students.
- 2. To conduct a workshop on sexual harassment for the faculty members.
- 3. To conduct a workshop on sexual harassment for the staff members.

The meeting also discussed the issue of the safety of the students and the faculty members. The meeting decided to take the following steps to ensure the safety of the students and the faculty members:

- 1. To conduct a workshop on safety for the students.
- 2. To conduct a workshop on safety for the faculty members.
- 3. To conduct a workshop on safety for the staff members.

The meeting also discussed the issue of the health of the students and the faculty members. The meeting decided to take the following steps to ensure the health of the students and the faculty members:

- 1. To conduct a workshop on health for the students.
- 2. To conduct a workshop on health for the faculty members.
- 3. To conduct a workshop on health for the staff members.

The meeting also discussed the issue of the safety of the college. The meeting decided to take the following steps to ensure the safety of the college:

- 1. To conduct a workshop on safety for the college.
- 2. To conduct a workshop on safety for the college.
- 3. To conduct a workshop on safety for the college.

The meeting also discussed the issue of the safety of the college. The meeting decided to take the following steps to ensure the safety of the college:

- 1. To conduct a workshop on safety for the college.
- 2. To conduct a workshop on safety for the college.
- 3. To conduct a workshop on safety for the college.

02/10/2023 10:01

The meeting of the Faculty was held on 02/10/2023 at 10:00 AM in the meeting room of the college. The meeting was presided over by the Head of Institution. The meeting was held to discuss the issue of sexual harassment in the college. The Head of Institution informed that the college has received several complaints of sexual harassment from the students. The meeting discussed the issue and decided to take the following steps to address the issue:

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- 3. To conduct a workshop on sexual harassment for the staff members.

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- 1. To conduct a workshop on safety for the students.
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- 3. To conduct a workshop on safety for the staff members.

The meeting also discussed the issue of the health of the students and the faculty members. The meeting decided to take the following steps to ensure the health of the students and the faculty members:

- 1. To conduct a workshop on health for the students.
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- 1. To conduct a workshop on safety for the college.
- 2. To conduct a workshop on safety for the college.
- 3. To conduct a workshop on safety for the college.

02/10/2023 10:01

Minutes of Meeting



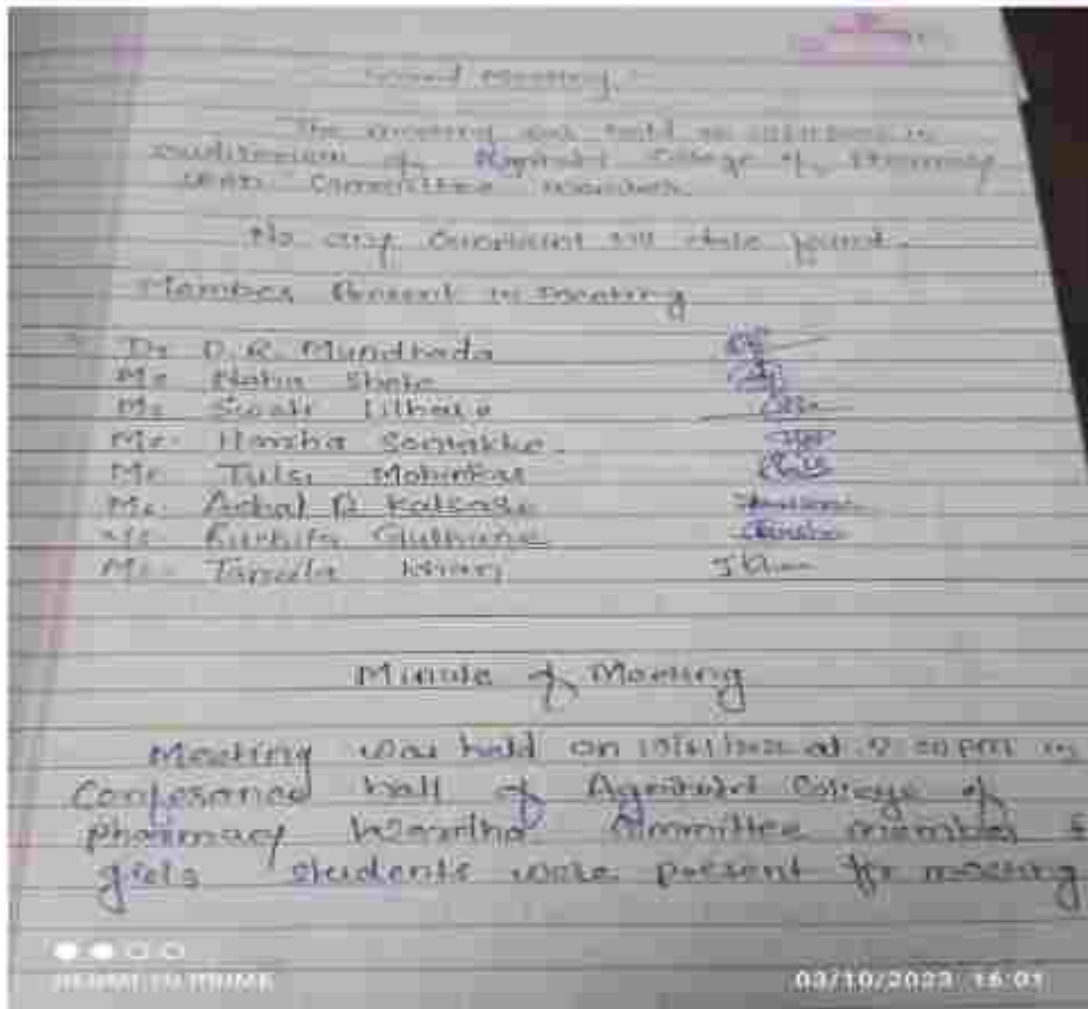
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Principal
Agnihotri College of Pharmacy
Wardha



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AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001



Second Meeting



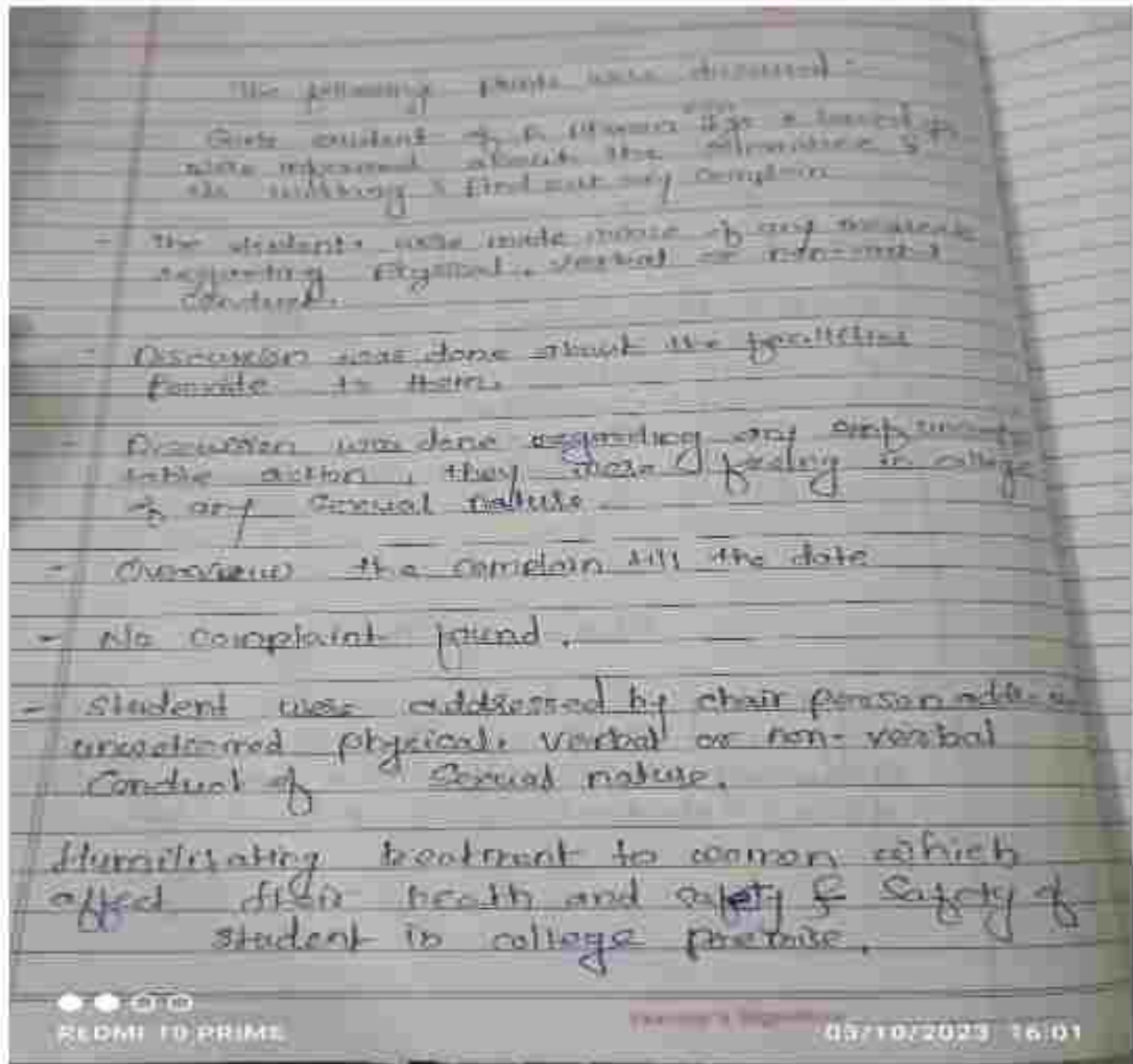
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Principal
Agnihotri College of Pharmacy
Wardha-442001



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe) Wardha-442 001



Minutes of Meeting



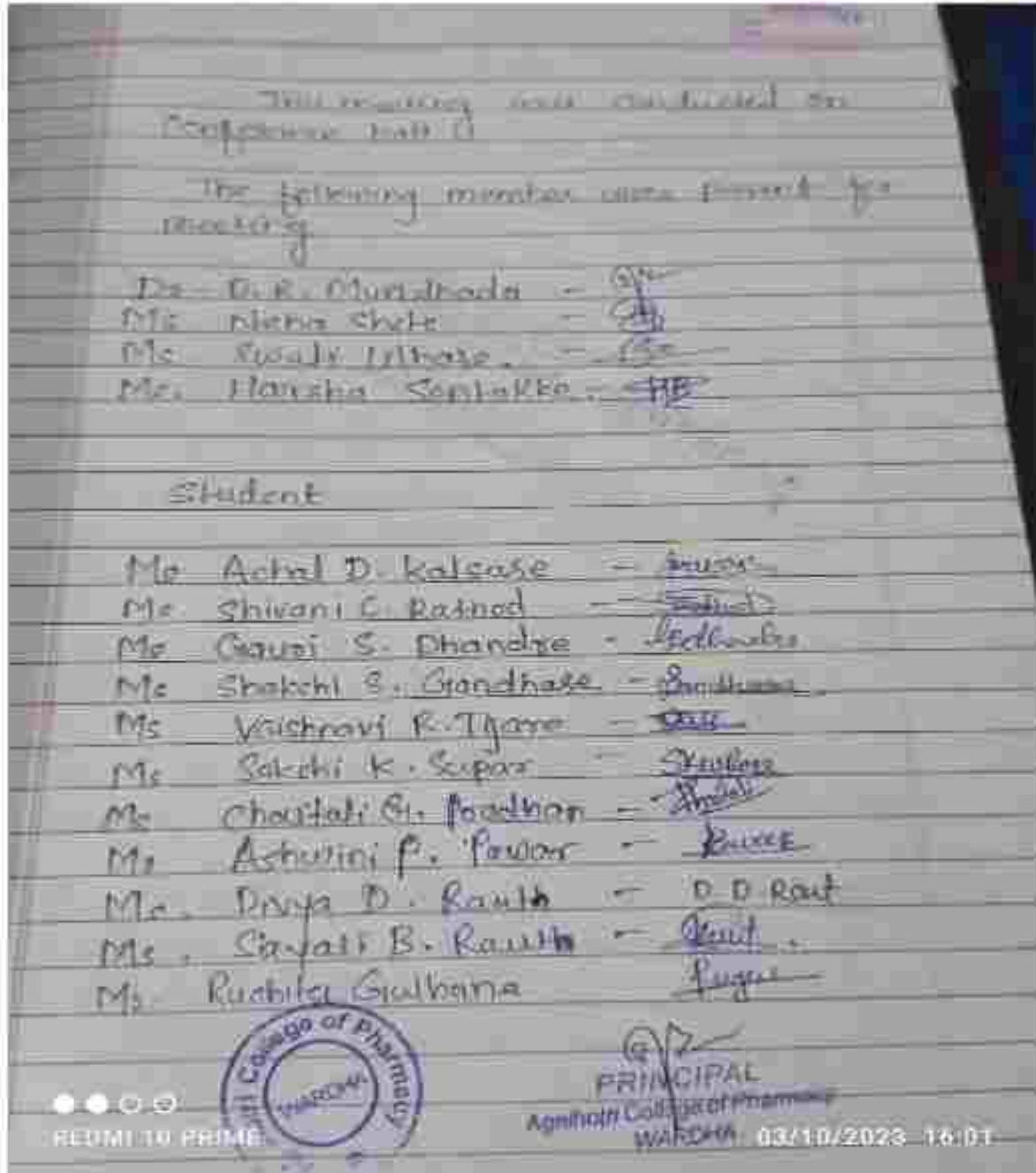
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AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001



Grievance Redressal Committee 2022-2023



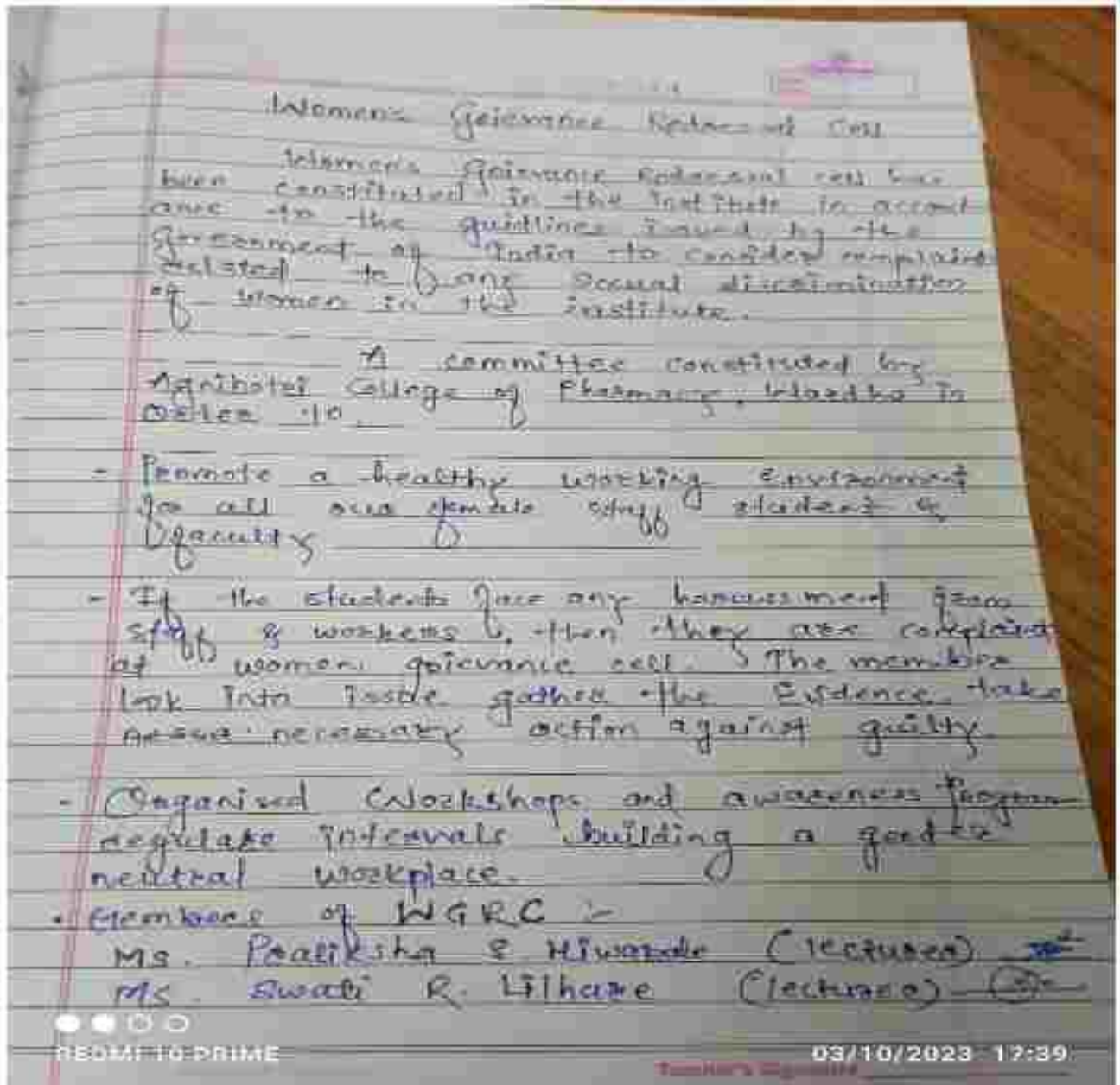
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Principal
AGNIHOTRI COLLEGE OF PHARMACY
 Agnihotri College of Pharmacy
 WARDHA



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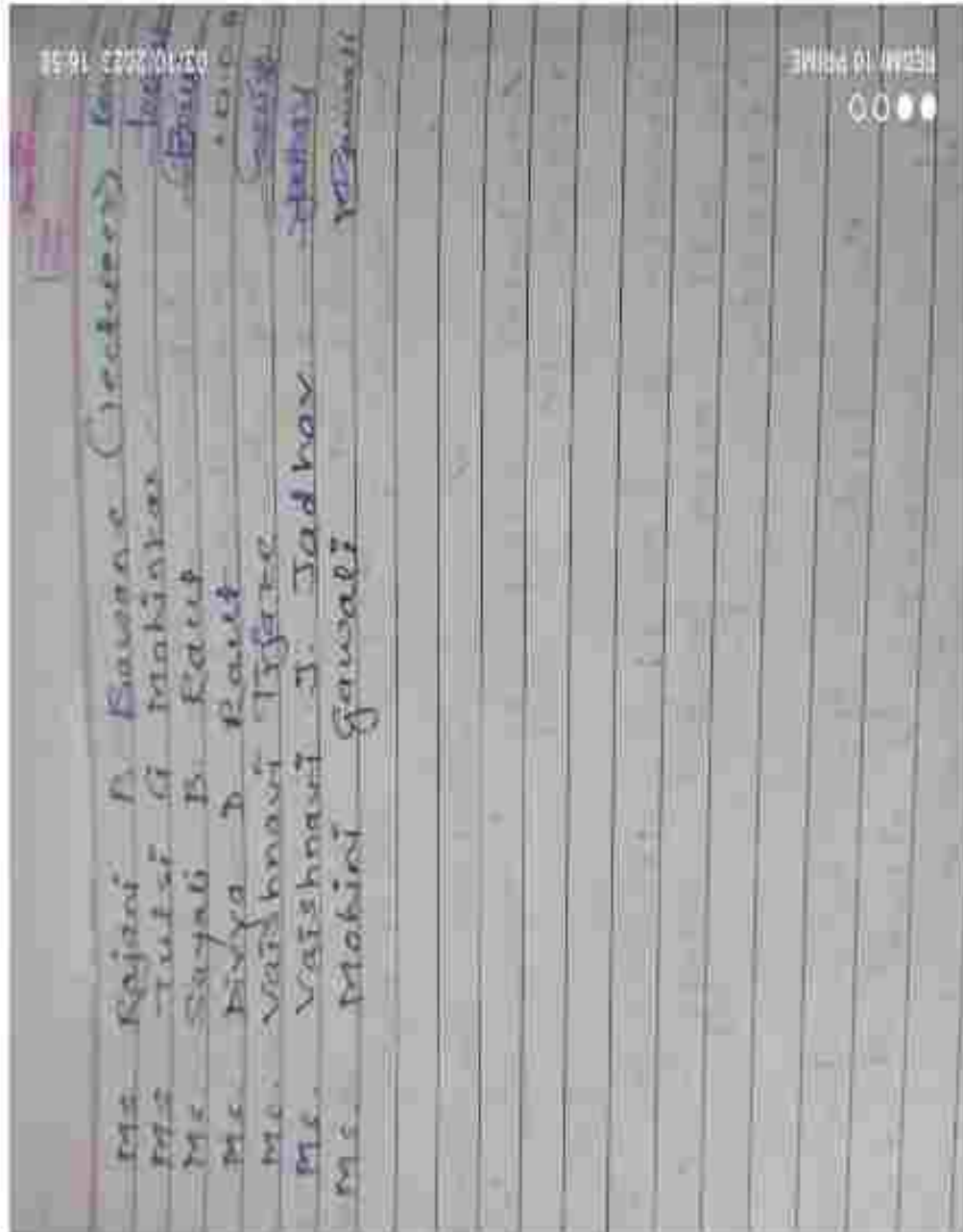
Poojisha S. Hiwarale
Lecturer
Agnihotri College of Pharmacy
Wardha



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Bapuji Wadi, Sindi (Meghe)Wardha-442 001



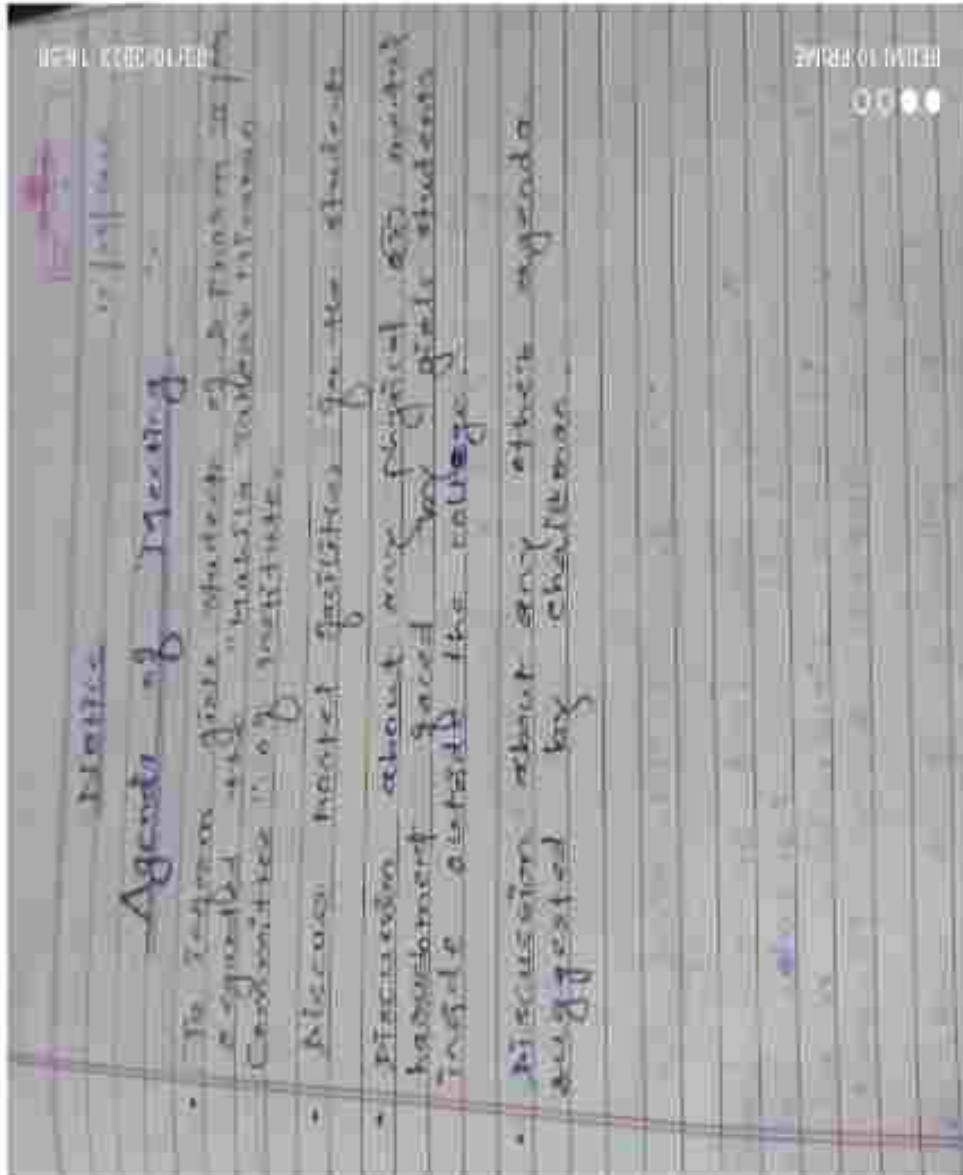
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AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001



Agenda of Meeting



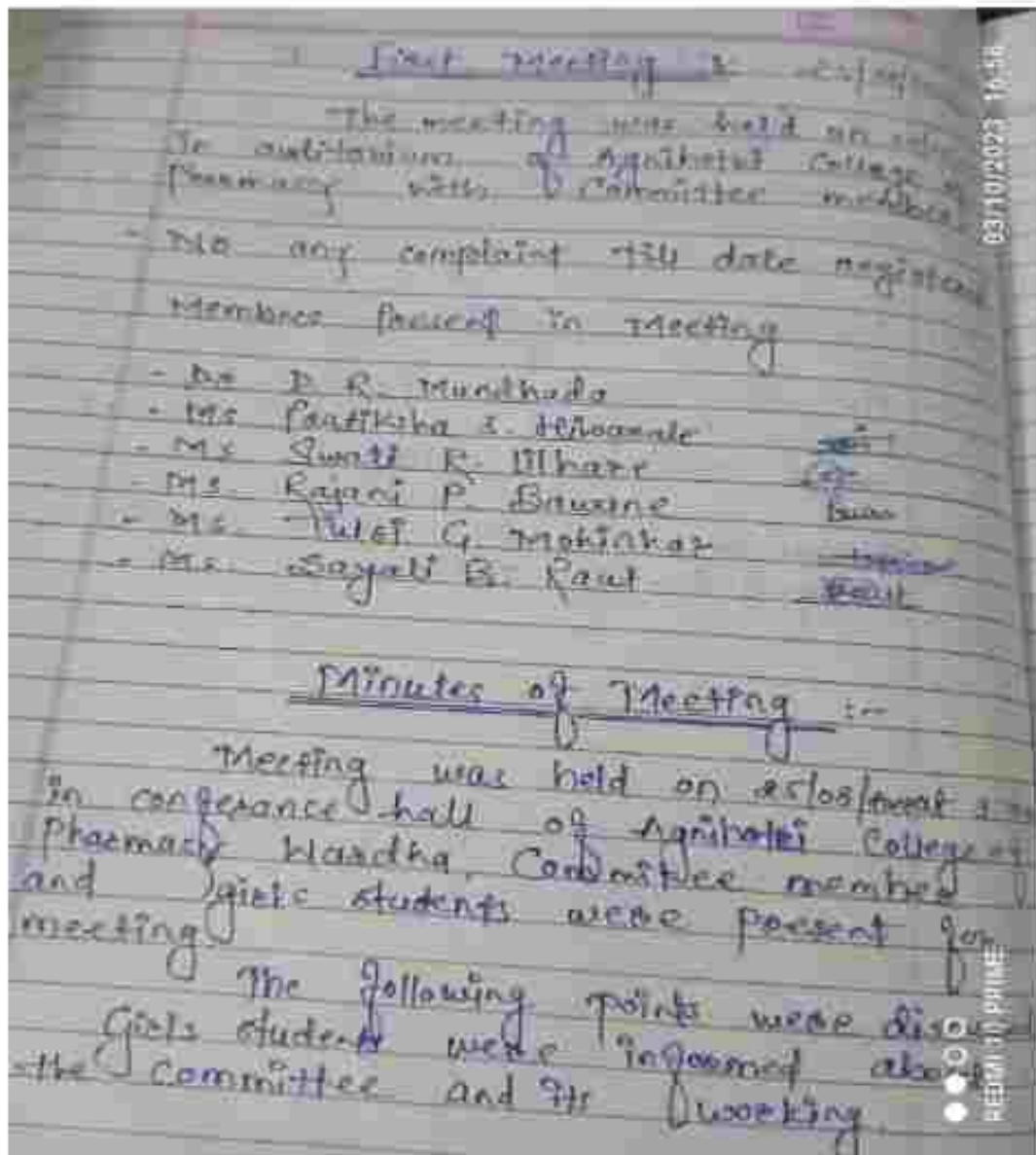
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Agnihotri College of Pharmacy
Wardha



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AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001



Minutes of Meeting



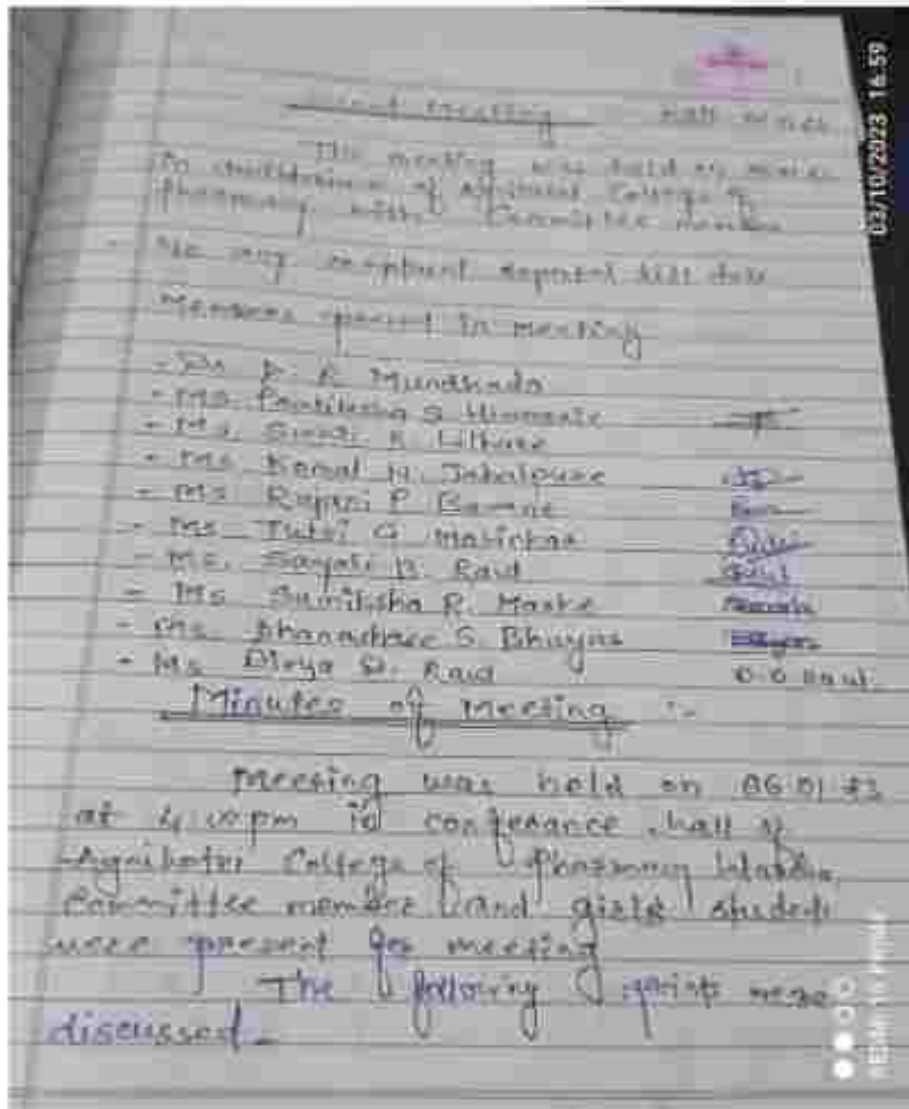
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PROVINCIAL
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Bapuji Wadi, Sindi (Meghe)Wardha-442 001



Minutes of Meeting



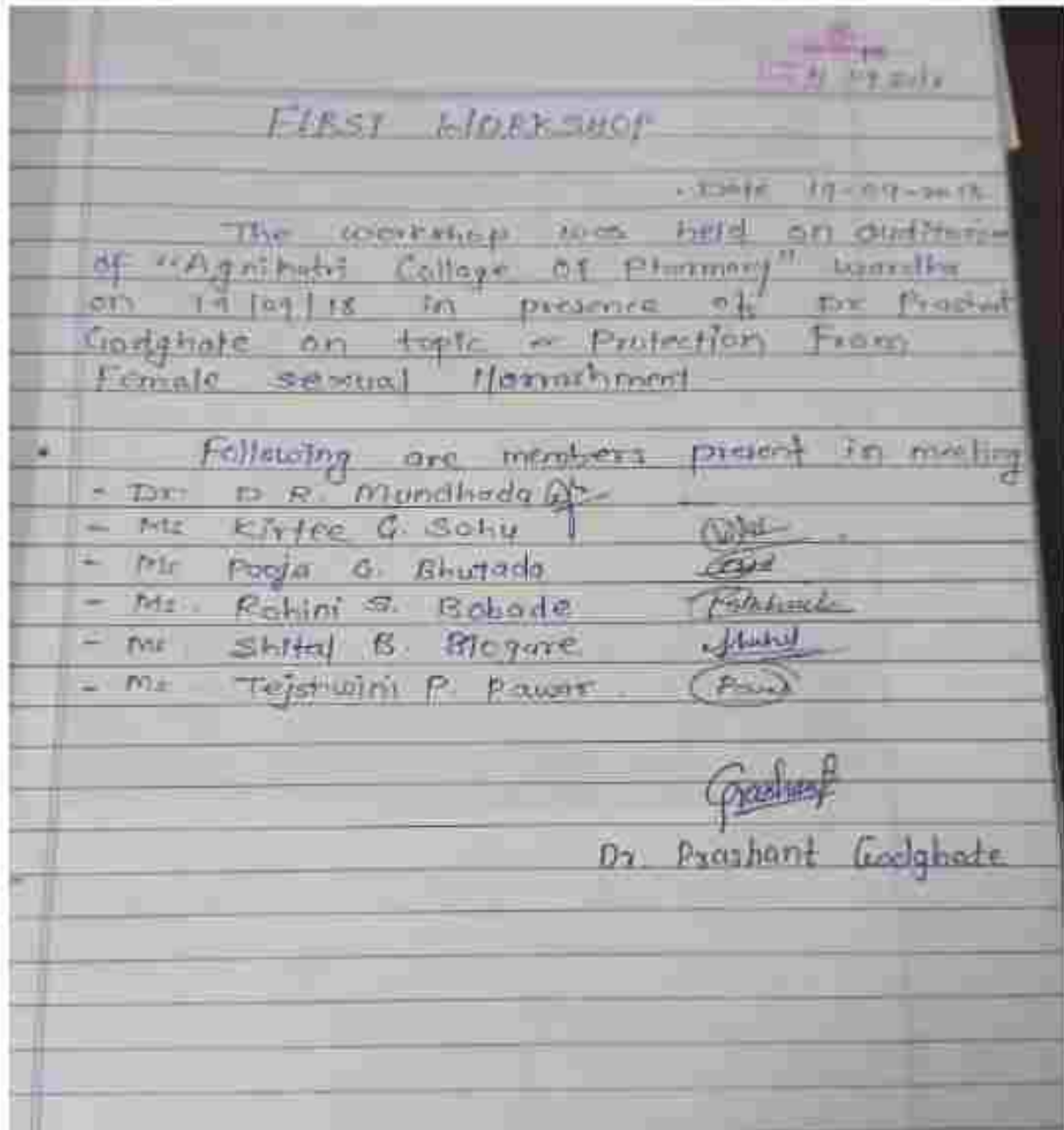
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Agnihotri College of Pharmacy
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AGNIHOTRI COLLEGE OF PHARMACY

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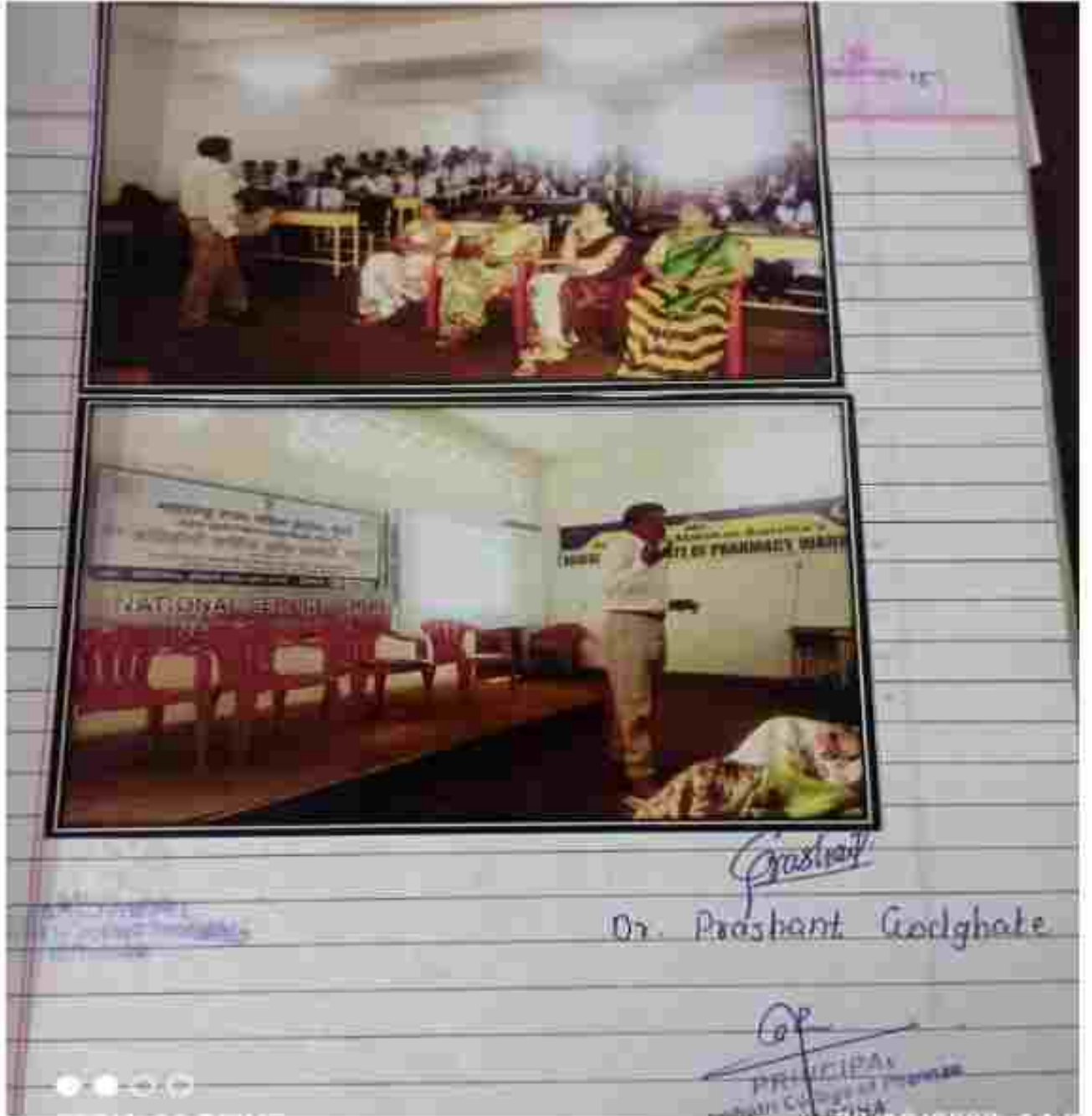
Dr. Prashant Godghate
AGNIHOTRI COLLEGE OF PHARMACY
BAPUJI WADI, SINDI (MEGHE) WARDHA-442 001



Jai Mahakali Shikshan Sanstha's

AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001



Prashant

Dr. Prashant Goolghate

GP
PRINCIPAL
AGNIHOTRI COLLEGE OF PHARMACY



Prashant
AGNIHOTRI
AGNIHOTRI COLLEGE OF PHARMACY
WARDHA



Jai Mahakali Shikshan Santha's
Agnihotri College of Pharmacy
Bapuji Wadi Sindhi Meghe, Wardha, 442001

CRITERION 5

5.1.4

**Implementation of guidelines of
statutory/regulatory bodies**



[Signature]
PRADHUMBA
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Santha's
Agnihotri College of Pharmacy
Bapuji Wadi Sindhi Meghe, Wardha, 442001

Sr. No.	Content	Page no.
1.	PCI guidelines related to Student Grievance cell	3-17
2.	<u>UCG guidelines related to Student Grievance cell</u>	18-26
3.	Composition of Student Grievance Cell For latest Academic Year	27



[Signature]
Principal
Agnihotri College of Pharmacy
Wardha



Jai Mahakali Shikshan Santha's
Agnihotri College of Pharmacy
Bapuji Wadi Sindhi Meghe, Wardha, 442001

PHARMACY COUNCIL OF INDIA

(Constituted under the Pharmacy Act 1948)

TELEGRAM : 'FAIMCO/NCII'
TELEPHONE : 2322 91 84, 2322 15 48
FAX NO. : 11-25229184
E-Mail : pci@ndb.vsnl.net.in
Website : www.pci.nic.in

Combined Councils' Building,
Kirti House,
Ariem-E-Ghaleb Marg,
Post Box No. 7028,
NEW DELHI - 110 002

Ref no: 14-02006-PCI/PL-1

- ALL INSTITUTIONS APPROVED U/S 12 FOR D.PHARM/B.PHARM/PHARM.D COURSE
- ALL INSTITUTIONS APPROVED FOR CONDUCT OF D.PHARM/B.PHARM/PHARM.D COURSE.

Subject: The recommendations of the Hon'ble Supreme Court as contained in the Report of the Lyngdoh committee in the matter of Special Leave Petition (Civil) No.24295 of 2004 to frame guidelines on Students' Union elections in Colleges/Universities.

Re: Madam,

Please find enclosed herewith a copy the recommendations of the Hon'ble Supreme Court as contained in the Report of the Lyngdoh committee in the matter of Special Leave Petition (Civil) No.24295 of 2004 to frame guidelines on Students' Union elections in Colleges/Universities for implementation & strict compliance at your end. The same is also posted on Council's website www.pci.nic.in

Yours faithfully,

Sd/
(ARCHANA MUDGAL)
Registrar-cum-Secretary

PCI guidelines regarding student grievance cell



Archana Mudgal
Archana Mudgal
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Santha's
Agnihotri College of Pharmacy
Bapuji Wadi Sindhi Meghe, Wardha, 442001

The recommendations of the Commission accepted by the Hon'ble Supreme Court for implementation:

- 6.1.1 Universities and colleges across the country must ordinarily conduct elections for the appointment of students to student representative bodies. These elections may be conducted in the manner prescribed herein, or in a manner that conforms to the standards prescribed herein.
- 6.1.2 Where the atmosphere of the university campus is adverse to the conduct of peaceful, free and fair elections, the university, its constituent colleges and departments must initiate a system of student representation based on nominations, especially where elections are being held or pending. It would be advisable, however, not to have such nomination system on purely academic merit, as is being practiced throughout the country.
- 6.1.3 In cases where elections are not being held, or where the nomination model prevails, the nomination model should be allowed to continue for a limited period of time. It is to be noted that the nomination system suffers from several flaws, and must only be resorted to as an INTERIM MEASURE.
- 6.1.4 Subject to the recommendations in respect of the possible modes of elections, all institutions must, over a period of 5 years, convert from the nomination model to a structured election model, that may be based on a system of parliamentary (indirect) elections, or on the presidential (direct) system, or a hybrid of both. It is highly desirable that all institutions follow this mechanism of gradual conversion, especially for privately funded institutions that prefer a status quo situation.
- 6.1.5 All institutions must conduct a review of the student representation mechanism. The first review may be conducted after a period of 2 years of the implementation of the mechanism detailed above, and the second review may be conducted after the 3rd or the 4th year of implementation. The primary objective of these reviews will be to ascertain the success of the representation and election mechanism in each individual institution, so as to decide whether or not to implement a full-fledged election structure. Needless to say these reviews will be based on a consideration of the views and suggestions of all stakeholders, such as students, faculty, administration, student bodies, and parents.



APG
PRINCIPAL
Agnihotri College of Pharmacy
Wardha



Jai Mahakali Shikshan Santha's
Agnihotri College of Pharmacy
Bapuji Wadi Sindhi Meghe, Wardha, 442001

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- 6.1.2 Where the atmosphere of the university campus is adverse to the conduct of peaceful, free and fair elections, the university, its constituent colleges and departments must initiate a system of student representation based on nominations, especially where elections are being held at present. It would be advisable, however, not to have such nomination system on purely academic merit, as is being practiced throughout the country.
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[Signature]
AGNIHOTRI
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Santha's
Agnihotri College of Pharmacy
Bapuji Wadi Sindhi Meghe, Wardha, 442001

- 6.1.6 Institutions must, as a primary objective, subject to the pertinent issue of discipline on campus, seek to implement a structured system of student elections by the conclusion of a period of 5 years from the date of the implementation of these recommendations.
- 6.1.7 Subject to the autonomy of the universities in respect of the choice of the mode of election, all universities must institute an apex student representative body that represents all students, colleges, and departments coming under the particular university. In the event that the university is geographically widespread, individual colleges may constitute their own representative bodies, which would further elect representatives for the apex university body.
- 6.1.8 The union/representative body so elected shall only comprise of regular students on the rolls of the institution. No faculty member, nor any member of the administration shall be permitted to hold any post on the executive of such representative body, nor shall be allowed to be a member of any such representative body.
- 6.2 Modes of Elections
- 6.2.1 A system of direct election of the office bearers of the student body whereby all students of all constituent colleges, as well as all students of the university department, vote directly for the office bearers. This model may be followed in smaller universities with well-defined single campuses (for e.g. JNU/University of Hyderabad), and with a relatively smaller student population. A graphic representation of this model is annexed herewith at Annexure IV-A.
- In respect of universities with large, widespread campuses and large student bodies, either of the following models may be adopted:
- 6.2.2 A system of elections, where colleges and campuses directly elect college and campus office bearers, as well as university representatives. The university representatives form an electoral college, which shall elect the university student union office bearers. A graphic representation of this model is annexed herewith at Annexure IV-B.
- 6.2.3 A system of elections where on one hand, directly elected class representatives elect the office bearers of the college as well as the university representatives, and the campus itself directly elects the campus office bearers and the university representatives. The university representatives shall form an electoral college, which shall



A.P. Sindhi Meghe
Principal
Agnihotri College of Pharmacy
Wardha



Jai Mahakali Shikshan Santha's
Agnihotri College of Pharmacy
Bapuji Wadi Sindhi Meghe, Wardha, 442001

- elect the office bearers of the university student union. A graphic representation of this model is annexed herewith at Annexure IV-C.
- 6.2.4 A system of election wherein class representatives shall be directly elected in the colleges and universities campus and they in turn shall elect the office bearers for the college unions and the university campus union. Also they shall elect class representatives for university student union. These elected representatives from colleges and university campus shall form the Electoral College, which shall elect the office bearers of the university student union. This model shall be applicable to large university with large number of affiliated colleges. A graphic representation of this model is annexed herewith at Annexure IV-D.
- 6.3 **Disassociation of Student Elections and Student Representation from Political Parties**
- 6.3.1 During the period of the elections no person, who is not a student on the rolls of the college/university, shall be permitted to take part in the election process in any capacity. Any person, candidate, or member of the student organization, violating this rule shall be subject to disciplinary proceedings, in addition to the candidature, as no case may be, being revoked.
- 6.4 **Frequency and Duration of the Election Process**
- 6.4.1 It is recommended that the entire process of elections, commencing from the date of filing of nomination papers to the date of declaration of results, including the campaign period, should not exceed 10 days.
- 6.4.2 It is further recommended that elections be held on a yearly basis and that the same should be held between 6 to 8 weeks from the date of commencement of the academic session.
- 6.5 **Eligibility Criteria for Candidates**
- 6.5.1 Under graduate students between the ages of 17 and 22 may contest elections. This age range may be appropriately relaxed in the case of professional colleges, where courses often range between 4 to 5 years.
- 6.5.2 For Post Graduate Students the maximum age limit to legitimately contest and election would be 24 – 25 years.
- 6.5.3 For research Students the maximum age limit to legitimately contest an election would be 28 years.



[Signature]
Principal
Agnihotri College of Pharmacy
Wardha



Jai Mahakali Shikshan Santha's
Agnihotri College of Pharmacy
Bapuji Wadi Sindhi Meghe, Wardha, 442001

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AGNIHOTRI
Agnihotri College of Pharmacy
WARDHA



Jai Mahakali Shikshan Santha's
Agnihotri College of Pharmacy
Bapuji Wadi Sindhi Meghe, Wardha, 442001

- 6.5.4 Although, the Committee would refrain from prescribing any particular minimum marks to be attained by the candidate, the candidate should in no event have any academic arrears in the year of contesting the election.
- 6.5.5 The candidate should have attained the minimum percentage of attendance as prescribed by the university or 75% attendance, whichever is higher.
- 6.5.6 The candidate shall have one opportunity to contest for the post of office bearer, and two opportunities to contest for the post of an executive member.
- 6.5.7 The candidate shall not have a previous criminal record, that is to say he should not have been tried and/or convicted of any criminal offence or misdemeanour. The candidate shall also not have been subject to any disciplinary action by the University authorities.
- 6.5.8 The candidate must be a regular, full time student of the college / university and should not be a distance/provident education student. That is to say that all eligible candidates must be enrolled in a full time course, the course duration being at least one year.
- 6.6 Election - Related Expenditure and Financial Accountability
- 6.6.1 The maximum permitted expenditure per candidate shall be Rs. 5000/-.
- 6.6.2 Each candidate shall, within two weeks of the declaration of the result, submit complete and audited accounts to the college / university authorities. The college/university shall publish such audited accounts, within 2 days of the submission of such accounts, through a suitable medium so that any member of the student body may freely examine the same.
- 6.6.3 The election of the candidate will be nullified in the event of any non-compliance or in the event of any excessive expenditure.
- 6.6.4 With the view to prevent the inflow of funds from political parties into the student election process, the candidates are specially barred from utilizing funds from any other sources than voluntary contributions from the student body.
- 6.7 Code of Conduct for Candidates and Election Administrators



[Signature]
Principal
Agnihotri College of Pharmacy
Wardha, Maharashtra



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Bapuji Wadi Sindhi Meghe, Wardha, 442001

- 6.7.1 No candidate shall indulge in, nor shall abet, any activity, which may aggravate existing differences or create mutual hatred or enmity between different castes and communities, religions or linguistic, or between any groups of students.
- 6.7.2 Criticism of other candidates, when made, shall be confined to their policies and programs, just earned out work. Candidates shall refrain from criticism of all aspects of private life, not connected with the public activities of the other candidates or supporters of such other candidates. Criticism of other candidates, or their supporters based on unverified allegations or distortion shall be avoided.
- 6.7.3 There shall be no appeal to caste or communal feelings for securing votes. Places of worship, within or without the campus shall not be used for election propaganda.
- 6.7.4 All candidates shall be prohibited from indulging or abetting, all activities which are considered to be "corrupt practices" and offences, such as bribing of voters, intimidation of voters, impersonation of voters, canvassing or the use of propaganda within 100 meters of polling stations, holding public meetings during the period of 24 hours ending with the hours fixed for the close of the poll, and the transport and conveyance of voters to and from polling stations.
- 6.7.5 No candidate shall be permitted to make use of printed posters, printed pamphlets, or any other printed material for the purpose of canvassing. Candidates may only utilize hand-made posters for the purpose of canvassing, provided that such hand-made posters are prepared within the expenditure limit set out herein above.
- 6.7.6 Candidates may only utilize hand-made posters at certain places in the campus, which shall be notified in advance by the election commission / university authority.
- 6.7.7 No candidate shall be permitted to carry out processions, or public meetings, or in any way canvass or distribute propaganda outside the university/college campus.
- 6.7.8 No candidate shall, nor shall his/her supporters, deface or cause any destruction to any property of the university / college campus, for any purpose whatsoever, without the prior written permission of the college / university authorities. All candidates shall be held jointly and severally liable for any destruction / defacing of any university / college property.



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Section 153A and Chapter IXA – "Offences Relating to Election" – may also be made applicable to student elections.

6.8 Grievance Redressal Mechanism

6.8.1 There should be a Grievance Redressal Cell with the Dean (Student Welfare) / teacher in charge of student affairs as its chairman. In addition, one senior faculty member, one senior administrative officer and two final year students – one boy and one girl (all the election results declared, students can be nominated on the basis of merit and/or participation in the co-curricular activities in the previous year). The grievance cell shall be mandated with the redressal of election-related grievances, including, but not limited to breaches of the code of conduct of elections and complaints relating to election-related expenditures. This cell would be the regular unit of the institution.

6.8.2 In pursuit of its duties, the grievance cell may prosecute violators of any aspect of the code of conduct or the rulings of the grievance cell. The grievance cell shall serve as the court of original jurisdiction. The institutional head shall have appellate jurisdiction over issues of law and fact in all cases or controversies arising out of the conduct of the elections in which the grievance cell has issued a final decision. Upon review, the institutional head may revoke or modify the sanctions imposed by the grievance cell.

6.8.3 In carrying out the duties of the office, the Grievance cell shall conduct proceedings and hearings necessary to fulfill those duties. In executing those duties they shall have the authority:

- (i) to issue a writ of subpoena to compel candidates, agents, and workers, and to request students to appear and give testimony, as well as produce necessary records; and
- (ii) to inspect the financial reports of any candidate and make those records available for public scrutiny upon request.

6.8.4 Members of the Grievance cell are prohibited from filing complaints. Any other student may file a complaint with the Grievance cell, within a period of 3 weeks from the date of declaration of results. All complaints must be filed under the name of the student filing the complaint. The Grievance cell shall act on all complaints within 74



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later after they are resolved by either dismissing them or setting a hearing.

- 6.8.5** The Grievance cell may dismiss a complaint if:
- (i) the complaint was not filed within the time frame prescribed in Memorandum 6.2 above;
 - (ii) the complaint fails to state a cause of action for which relief may be granted;
 - (iii) the complainant has not and / or likely will not suffer injury or damage.
- 6.8.6** If a complaint is not dismissed, then a hearing must be held. The Grievance cell shall inform, in writing, or via e-mail, the complaining party and all individuals or groups named in the complaint of the time and place of the hearing. The parties are not considered notified until they have received a copy of the complaint.
- 6.8.7** The hearing shall be held at the earliest possible time, but not within twenty-four (24) hours after receipt of the notice described above, unless all parties agree to waive the 24-hour time constraint.
- 6.8.8** At the time notice of a hearing is issued, the Grievance cell, by majority vote, may issue a temporary restraining order, if it determines that such action is necessary to prevent undue or adverse effects on any individual or entity. Any restraining order, once issued, will remain in effect until a decision of the Grievance cell is announced after the hearing or until rescinded by the Grievance cell.
- 6.8.9** All Grievance cell hearings, proceedings, and meetings must be open to the public.
- 6.8.10** All Parties of the Grievance cell hearing shall present themselves at the hearing, may be accompanied by any other student from which they can receive counsel, and have the option to be represented by that student.
- 6.8.11** For any hearing, a majority of sitting Grievance cell members must be in attendance with the Chair of the Grievance cell presiding in the



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hours after they are received by either dismissing them or calling a hearing.

- 6.8.5** The Grievance cell may dismiss a complaint if:
- (i) the complaint was not filed within the time frame provided in Recommendation 6.4 above;
 - (ii) the complainant fails to state a cause of action for which relief may be granted;
 - (iii) the complainant has not and / or likely will not suffer injury or damage.
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absence of the Chair, the responsibility to preside shall fall to an Grievance cell member designated by the Chair.

4.8.17

The Grievance cell shall determine the format for the hearing, but must require that both the complaining and responding parties appear physically before the board to discuss the issues through a complaint, answered, rebuttal, and rejoinder format. The purpose of the hearing is to gather the information necessary to make a decision, order, or ruling that will resolve an election dispute. To effectuate this purpose, the following rules should prevail at all hearings:

- Complaining parties shall be allowed no more than two witnesses, however the Grievance cell may call witnesses as required. If said witnesses are unable to appear at the hearing, signed affidavits may be submitted to the Grievance cell Chair for the purpose of justifying by proxy.
- All questions and discussions by the parties in dispute shall be directed to the Grievance cell.
- There shall be no direct or cross-examination of any party or witness by complaining or responding parties during hearings.
- Reasonable time limits may be set by the Grievance cell, provided they give fair and equal treatment to both sides.
- The complaining party shall bear the burden of proof.
- Decisions, orders, and rulings of the Grievance cell must be concurred to by a majority of the Grievance cell present and shall be announced as soon as possible after the hearing. The Grievance cell shall issue a written opinion of the ruling within 12 hours of announcement of the decision. The written opinion must set forth the findings of fact by the Grievance cell and the conclusions of law in support of it. Written opinions shall set a precedent for a time period of three election cycles for Grievance cell rulings, and shall guide the Grievance cell in its proceedings. Upon consideration of prior written opinions, the grievance cell may negate the decision, but must provide written documentation of reasons for doing so.
- If the decision of the Grievance cell is appealed to the institutional head, the Grievance cell must immediately submit its ruling to the commission.



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- The institutional head can issue suitable orders to suspend or halt the operation of the ruling issued by the Grievance cell until the appeals are decided.
- The institutional head shall review findings of the Grievance cell when appealed. The institutional head may affirm or overturn the decision of the Grievance cell, or modify the sanctions imposed.

6.9 Maintaining Law and Order on the Campus during the Election Process

6.9.1 Any instance of acute lawlessness or the commission of a criminal offence shall be reported to the police by the university / college authorities as soon as possible, but not later than 12 hours after the alleged commission of the offence.

6.10 Miscellaneous Recommendations

6.10.1 Student representation is essential to the overall development of students, and, therefore, it is recommended that university statutes should expressly provide for student representation.

6.10.2 Student representation should be regulated by statute (either a Central Statute, State Statute or individual university statutes), incorporating the recommendations prescribed herein.

6.10.3 The institution should organize leadership-training programs with the help of professional organizations so as to groom and instill in students leadership qualities.

6.10.4 In the event if the office of any major post of office bearer falling vacant within two months of elections, re-elections should be conducted; otherwise the Vice President may be promoted to the post of President and Joint Secretary to the post of Secretary, as the case may be.



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- The Grievance cell shall select the remedy or remedies most appropriate to both the type and severity of the infraction, as well as the state of mind or intent of the violator as determined by the Grievance cell. Possible remedies and sanctions include, but are not limited to, fines, suspension of campaigning privileges, and disqualification from the election.
- Any fine or total amount of fines against a candidate in an election cycle may not exceed the spending limit as defined herein above.
- If, after a hearing, the Grievance cell finds that provisions of this Code were violated by a candidate, or a candidate's agents or workers, the Grievance cell may restrict the candidate, or the candidate's agents or workers, from engaging in some or all campaign activities for some or all of the remainder of the campaign. If an order is issued covering only part of the remaining campaign period, it shall take effect immediately so that after its termination, the candidate will have an opportunity to resume campaigning during the days immediately prior to and including the election days.
- If, after a hearing, the Grievance cell finds that provisions of either this Code or decisions, opinions, orders, or rulings of the Grievance cell have been willfully and blatantly violated by a candidate, or a candidate's agents or workers, the Grievance cell may disqualify the candidate.
- Any party adversely affected by a decision of the Grievance cell may file an appeal with the institutional head within twenty-four (24) hours after the adverse decision is announced. The institutional head shall have discretionary appellate jurisdiction over the Grievance cell in all cases in which error on the part of the Grievance cell is charged.
- The decision of the Grievance cell shall stand and shall have full effect until the appeal is heard and decided by the institutional head.
- The institutional head shall hear appeals of Grievance cell rulings as soon as possible, but not within twenty-four (24) hours after the Grievance cell delivers to the Appellant and the institutional head a copy of its written opinion in the case. Appeal may be heard prior to this time, but only if the Appellant waives the right to a written opinion and the institutional head agrees to accept the waiver.

<https://www.pci.nic.in/pdf/14-11yngdoh.pdf>

[Redressal of Grievances of Students\) Regulations, 2023. | Government of India, Ministry of Education](#)



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REGISTERED No. DL(N)-04/0007/2003-05



भारत का राजपत्र
The Gazette of India
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सं. 12] नई दिल्ली, शनिवार, मार्च 23—मार्च 29, 2013 (चैत्र 2, 1935)
No. 12] NEW DELHI, SATURDAY, MARCH 23—MARCH 29, 2013 (CHAITRA 2, 1935)

इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह अलग संकलन के रूप में रखा जा सके
(Separate paging is given to this Part in order that it may be filed as a separate compilation)

भाग III—खण्ड 4
[PART III—SECTION 4]

[सामान्य सूचनाएँ द्वारा जारी की गई विविध अधिसूचनाएँ जिसमें कि आदेश, विज्ञापन और सूचनाएँ सम्मिलित हैं]
[Miscellaneous Notifications including Notifications, Orders, Advertisements and Notices issued by
Statutory Bodies]



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THE GAZETTE OF INDIA, MARCH 25, 2013 (PART 3, 1915)

PART III—Sec. 3

UNIVERSITY GRANTS COMMISSION

New Delhi-110002, the—December 2012

F. No. 14-100 (U/CPP-11)—In exercise of the power conferred under sub-section (1) of section 20 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations, namely:—

1. Short title, application and commencement:—

- (1) These regulations shall be called the University Grants Commission (Governance Redressal) Regulations, 2012.
- (2) They shall apply to every University, whether established or incorporated by or under a Central Act or a State Act, and every institution recognized by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a university declared as such under Section 3 of the said Act.
- (3) They shall come into force from the date of their publication in the Official Gazette.

2. Definitions:— In these regulations, unless the context otherwise requires:

- (a) "Act" means the University Grants Commission Act, 1956 (3 of 1956);
- (b) "aggrieved student" means a student who has any complaint in the matters concerned with the provisions defined under these regulations, and desires a person seeking admission to any institution of higher education;
- (c) "college" means any institution, whether known as such or by any other name, which provides for a course of study for obtaining any qualification from a university and which, in accordance with the rules and regulations of such university, is recognized as competent to provide for such course of study and passes students undertaking such course of study for the examination for the award of such qualification;
- (d) "Commission" means the University Grants Commission established under section 4 of the UGC Act, 1956;
- (e) "admission policy" means such policy for admissions to a course or program of study as may be offered by the institution and published in the prospectus placed in its self-regulation (1) of regulation 3.



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- (f) "grievances" include the following complaints of the aggrieved students, namely:—
- (i) making admission contrary to merit determined in accordance with the declared admission policy of the institute;
 - (ii) irregularity in the admission process adopted by the institute;
 - (iii) refusing admission in accordance with the declared admission policy of the institute;
 - (iv) non publication of prospectus, as specified;
 - (v) publishing any information in the prospectus, which is false or misleading, and not based on facts;
 - (vi) withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution, with a view to induce or compel such person to pay any fee or fees in respect of any course or program of study which such person does not intend to pursue;
 - (vii) demand of money in excess of that specified in the declared admission policy or approved by the competent authority to be charged by such institution;
 - (viii) breach of the policy for reservation in admission as may be applicable;
 - (ix) complaints, of alleged discrimination of students, from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minority or Disabled categories;
 - (x) non payment or delay in payment of scholarships to any student that such institution is committed, under the conditions imposed by University Grants Commission, or by any other authority;
 - (xi) delay in conduct of examinations or declaration of results beyond that specified in the academic calendar;
 - (xii) non provision of student amenities as may have been promised or required to be provided by the institution;
 - (xiii) denial of quality education as promised at the time of admission or required to be provided;
 - (xiv) non transparent or unfair evaluation practices;



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(xv) harassment and victimisation of students, including sexual harassment;

(g) "Grievance Redressal Committee" means a committee constituted under these regulations;

(h) "Higher Educational Institution" means a University within the meaning of clause (f) of Section 2, a college within the meaning of clause (b) of sub-section (1) of Section 12A, and an institution deemed to be a University declared under Section 3, of the University Grants Commission Act, 1956;

(i) "institution" for the purposes of these regulations, means university, college or institution, as the case may be;

(j) "Office of profit" means an office which is capable of yielding a profit or pecuniary gain, and to which some pay, salary, emolument, remuneration or non-compensatory allowance is attached;

(k) "Ombudsman" means the Ombudsman appointed under regulation 4 of these regulations;

(l) "university" means a university established or incorporated by or under a Central Act or a State Act and includes an institution deemed to be university declared as such under Section 3 of the Act.

3. **Mandatory publication of prospectus, its contents and pricing:—**

(1) Every higher education institution, shall publish, before expiry of sixty days prior the date of the commencement of the admission to any of its courses or programmes of study, a prospectus containing the following for the purposes of informing those persons intending to seek admission to such institution and the general public, namely:—

(a) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or programme of study, and the other terms and conditions of such payment;

(b) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such institution before or after completion of course or programme of study and the time within, and the manner in, which such refund shall be made to that student;

(c) the number of seats approved by the appropriate statutory authority in respect of each course or programme of study for the academic year for which admission is proposed to be made;

(d) the conditions of eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or programme of study, where so specified by the institution;



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(e) the educational qualifications specified by the relevant appropriate statutory authority, or by the institution, where no such qualifying standards have been specified by any statutory authority;

(f) the process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or programme of study and the amount of fee to be paid for the admission test;

(g) details of the teaching faculty, including therein the educational qualifications and teaching experience of every member of its teaching faculty and also indicating therein whether such members are on regular basis or as visiting member;

(h) information in regard to physical and academic infrastructure and other facilities including hostel accommodation, library and hospital or industry wherein the practical training to be imparted to the students and in particular the facilities accessible by students on being admitted to the institution;

(i) broad outlines of the syllabus specified by the appropriate statutory authority or by the institution, as the case may be, for every course or programme of study, including the teaching hours, practical sessions and other assignments;

(j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution, and, in particular such discipline relating to the prohibition of ragging of any student or students and the consequences thereof and for violating the provisions of any regulation in this behalf made by the relevant statutory regulatory authority, and

(k) any such other information as may be specified by the Commission;

Provided that an institution shall publish information referred to in items (a) to (j) of this sub-regulation, on its website, and the attention of prospective students and the general public shall be drawn to such publication on the website through advertisements displayed prominently in the different newspapers and through other media: Provided further that an institution may publish prospectus in accordance with this sub-regulation at any time before the period of sixty days:

(2) Every institution shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its publication and distribution and no profit be made out of the publication, distribution or sale of prospectus.

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from a panel of three names recommended by the search committee consisting of the following members, namely:-

- a) Chairman of the University Grants Commission or his nominee - Chairman;
- b) one Vice Chancellor from central university, by rotation, to be nominated by the Central Government - Member;
- c) one Vice Chancellor from institution deemed to be university, by rotation, to be nominated by the Central Government - Member;
- d) Joint Secretary to the Government of India in the Ministry of Human Resource Development dealing or in charge of the higher education - Member;
- e) Joint Secretary in the office of the University Grants Commission - Member - Convener.

(7) The Ombudsman shall be a part time officer appointed for a period of three years or until he attains the age of seventy year, whichever is earlier, from the date he resumes the office and may be reappointed for another one term in the same university.

(8) The Ombudsman shall be paid a fees of Rs. 3000 per day for hearing the cases, in addition to reimbursement of the conveyance.

(9) The Ombudsman may be removed on charges of proven misconduct or misbehavior or as defined under sub regulation (3) and (4) of this regulation, by the concerned appointing authority.

(10) No order of removal of Ombudsman shall be made except after an inquiry made in this regard by a person not below the rank of Judge of the High Court in which such Ombudsman has been informed of the charges against him and given a reasonable opportunity of being heard in respect of those charges.

9. **Grievance Redressal Committee -**

- (1) In case of a college, the Vice Chancellor of the affiliating university shall constitute a Grievance Redressal Committee consisting of five members for an individual college or a group of colleges keeping in view the location of the college(s).
- (2) The Grievance Redressal Committee shall be constituted by the Vice-Chancellor of the affiliating university consisting of -
 - a) a senior Professor of the University - Chairman;
 - b) three senior teachers drawn from the affiliating colleges, on rotation basis, to be nominated by the Vice-Chancellor - Members.



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[PART III - SEC. 4

- (2) a student representing the college where the grievance has occurred to be nominated, based on academic merit, by the concerned college - special invitee.
- (3) The Grievance Redressal Committee shall have a term of two years.
- (4) The provisions of sub-regulations (8), (9) and (10) of regulation 4 and regulation 6 in respect of the matters of the reimbursement and procedure and functions shall, *mutatis mutandis*, apply to the Grievance Redressal Committee except that the Grievance Redressal Committee shall communicate its decision within ten days of receipt of the complaint.
- (5) Any person aggrieved by the decision of the Grievance Redressal Committee may within a period of six days prefer an appeal to the Ombudsman.
6. *Powers and functions of ombudsman -*
- (1) The Ombudsman shall exercise his powers to hear any grievance-
- (a) of any student against the university or institution affiliated to it or an institute, as the case may be, after the student has availed of remedies available in such institution for redressal of grievance; and
- (b) of any applicant for admission as student to such institution.
- (2) No application for reevaluation or remarking of answer sheets shall be entertained by the Ombudsman unless specific irregularity materially affecting the outcome or specific instance of discrimination is indicated.
- (3) The Ombudsman shall have power to seek the assistance of any person belonging to the Scheduled Castes, the Scheduled Tribes, Socially and Economically Backward Classes, minority or disabled category, as amicus curiae, for hearing complaints of alleged discrimination.
7. *Procedure in redressal of grievances by Ombudsman and Grievance Redressal Committee-*
- (1) Each institution shall establish a registry, headed by an employee of the institute of appropriate rank as the Ombudsman may decide, where any aggrieved student or person may make an application seeking redressal of grievance.
- (2) The address of the registry so established shall be published widely including on the notice board and prospectus and placed on the website of the institution.



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- (3) On receipt of an application by the registry, the employee-in-charge shall inform the Ombudsman or the Grievance Redressal Committee, as the case may be, shall immediately provide a copy to the institution for furnishing its reply within seven days.
- (4) The Ombudsman or the Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institute and the aggrieved person either in writing or electronically, as may be feasible.
- (5) An aggrieved person may appear either in person or represented by such person as may be authorised to present his case.
- (6) The Ombudsman or the Grievance Redressal Committee, as the case may be, shall be guided by the principles of natural justice while hearing the grievance.
- (7) The Ombudsman or the Grievance Redressal Committee, as the case may be, shall ensure disposal of every application as speedily as possible and not later than a month of receipt of the grievance.
- (8) The institution shall co-operate with the Ombudsman or the Grievance Redressal Committee, as the case may be, in redressal of grievances and failure to do so may be reported by the Ombudsman to the Commission.
- (9) On the conclusion of proceedings, the Ombudsman or the Grievance Redressal Committee, as the case may be, shall pass such order, with reasons for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the affected party at issue.
- (10) Every order under sub-regulation (9), under the signature of the Ombudsman or the Grievance Redressal Committee, as the case may be, shall be provided to the aggrieved person and the institution and shall be placed on the website of the institution.
- (11) The institution shall comply with the order of the Ombudsman or the Grievance Redressal Committee, as the case may be.
- (12) Any order of the Ombudsman or the Grievance Redressal Committee, as the case may be, not complied with by the institution shall be reported to the Commission.
- (13) A complaint shall be filed by the aggrieved student or his parent or with a special permission from the Ombudsman or the Grievance Redressal Committee, as the case may be, by any other person.
- (14) In case of any false or frivolous complaint, the ombudsman may order appropriate action against the complainant.

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Bapuji Wadi Sindhi Meghe, Wardha, 442001

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THE GAZETTE OF INDIA, MARCH 23, 2013 (PART 2, 1935)

[Part III—Sec. 4

6. *Information regarding Ombudsman Grievance Redressal Committee to be published in prospectus -*

The University, the institution deemed to be university and the college concerned shall provide detailed information regarding provisions of Grievance Redressal Committee, Ombudsman and the duties and rights of students in their prospectus prominently.

9. *Consequences of non-compliance -*

The Commission shall in respect of any institution which willfully contravenes or repeatedly fails to comply with orders of the Ombudsman or the Grievance Redressal Committee, as the case may be, may proceed to take one or more of the following actions, namely:-

- (a) withdrawal of declaration of fitness to receive grants under section 12B of the Act;
- (b) withholding any grant allocated to the institution;
- (c) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- (d) informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- (e) recommend to the affiliating university for withdrawal of affiliation, in case of a college;
- (f) recommend to the Central Government for withdrawal of declaration as institution deemed to be university, in case of an institution deemed to be university;
- (g) recommend to the appropriate State Government for withdrawal of status as university in case of a university established or incorporated under a State Act;
- (h) taking such other action within its powers as the Commission may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations;

Provided that no action shall be taken by the Commission under this regulation unless the institution has been given an opportunity to explain its position and opportunity of being heard has been provided to it.

AKHILESH GUPTA
Secy.




AKHILESH GUPTA
Agnihotri College of Pharmacy
442001



Jai Mahakali Shikshan Santha's
Agnihotri College of Pharmacy
Bapuji Wadi Sindhi Meghe, Wardha, 442001

AGNIHOTRI COLLEGE OF PHARMACY

AGPH/GR/2022-2023 Date: 13/10/2022

Chairman, Grievance Committee

With reference to above intimation, the following members of Grievance Committee of Agnihotri college of pharmacy, wardha for the year 2022-2023 Committee is as follow:

Name of members	Designation	Position	Signature
Dr. D. R. Mundhane	Principal	Chairperson	
Dr. Chaitrakant Kothare	Principal (Retired)	MEMBER	
Mr. Anilkumar Lokate	Lecturer	Committee Member	
Dr. Anurag Jangamkar	English Advisor	Committee Member	
Mr. Manoj Mishra	NSQF Facilitator	Member	
Mr. Jitendra Shukla	Representative	Member	
PGT	Representative	Member	
Mr. Kamil Jabalpur	Lecturer	Member	
Mr. Harish Sontakkar	Lecturer	Member	

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WARDHA

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Composition of Student Grievance Cell For latest Academic Year 2022-2023



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AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

CRITERION 5

5.1.4

**Details of Statutory/Regulatory
Committees (to be notified in institutional
website also)**



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AGNIHOTRI COLLEGE OF PHARMACY

Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

Sr. No.	Particular	Link to Relevant Document
1.	Grievances Redressal Committee Details and Composition Year Wise During Last Five Year	https://shorturl.at/kos23
2.	Anti-Ragging Cell Composition Year Wise During Last Five Year	https://shorturl.at/ANU48
3.	Link and Screenshot of Students Grievances Redressal committee on institute website.	https://shorturl.at/syKY6
4.	Link and Screenshot of Anti-Ragging Committee on institute website	https://shorturl.at/agrQ5
5.	Link and Screenshot of Gender sensitization Committee on institute website.	https://shorturl.at/bnY79



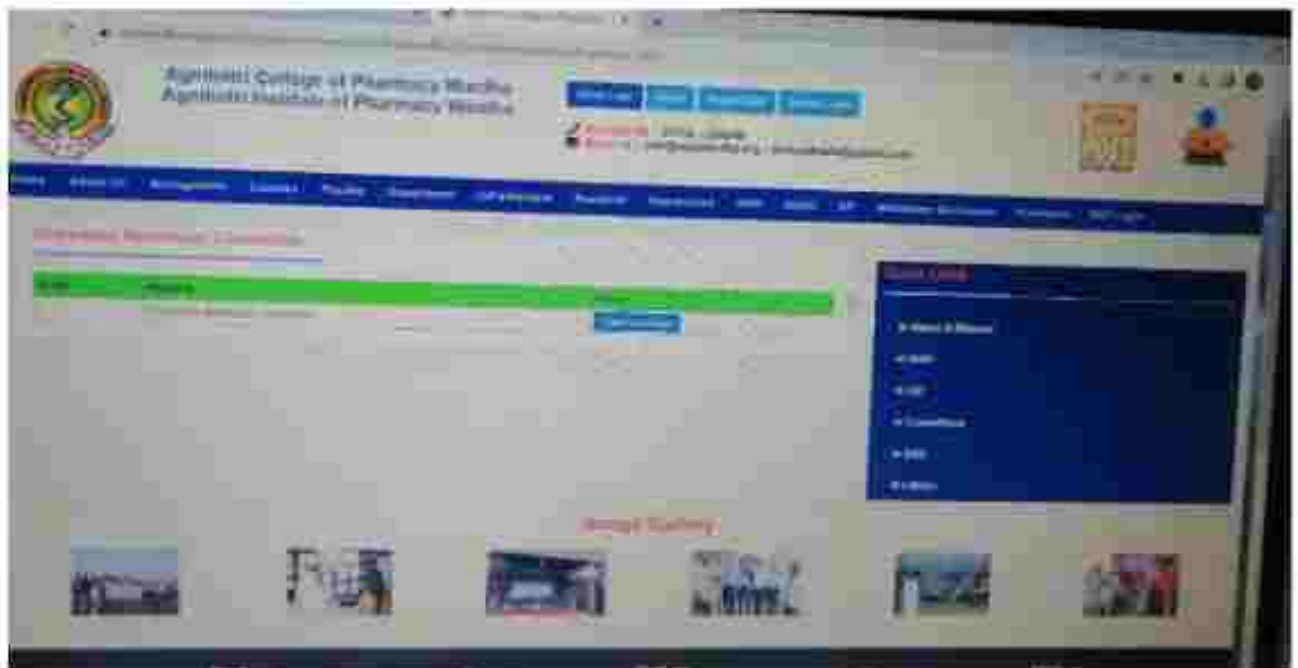
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Bapuji Wadi, Sindi (Meghe) Wardha-442 001 (M.S)



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Link and Screenshot of Grievances Redressal committee on institute website

<https://www.acpwardha.org/page.php?name=Grievance%20Redressal%20Committee%20&&collegename=ACP>



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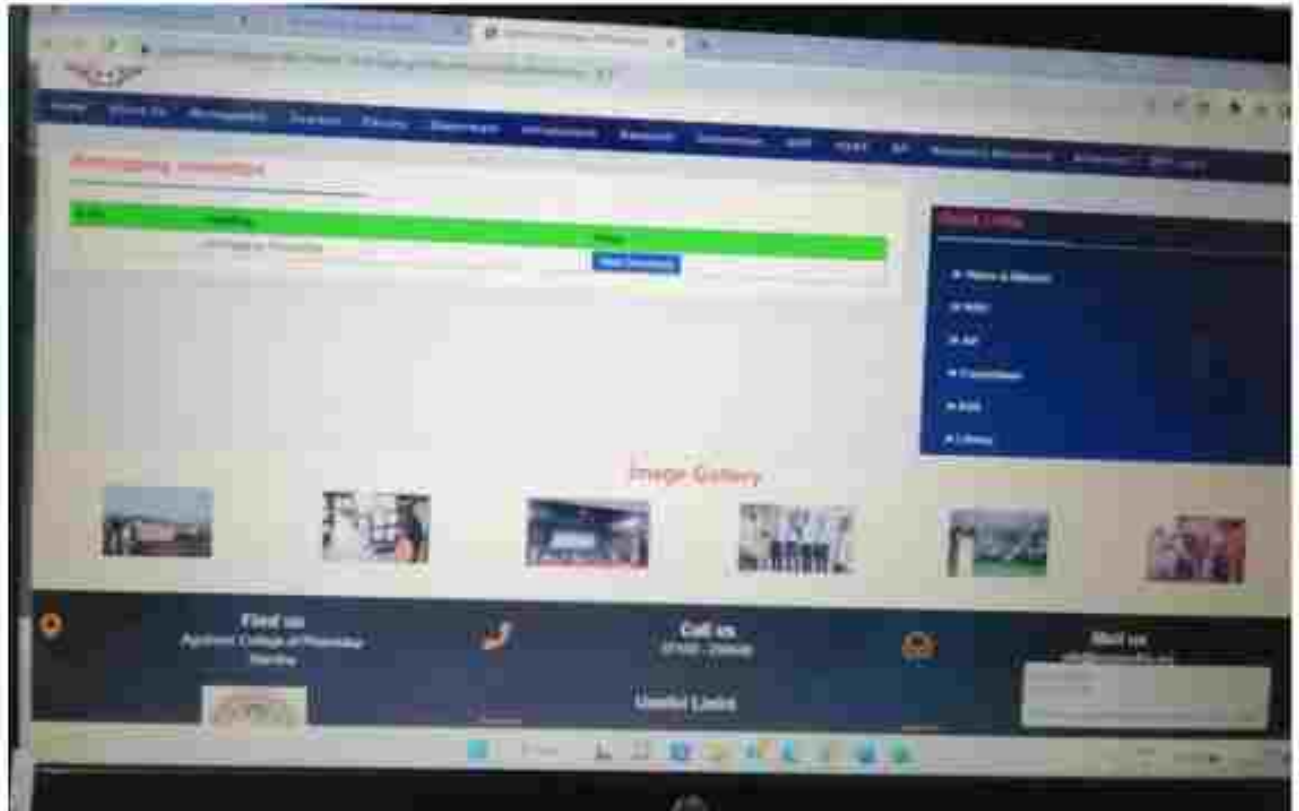


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Bapuji Wadi, Sindi (Meghe)Wardha-442 001 (M.S)

Link and Screenshot of Anti-Ragging committee on institute website

<https://www.acowardha.org/page.php?name=Antiragging%20committee&&collegename=ACP>



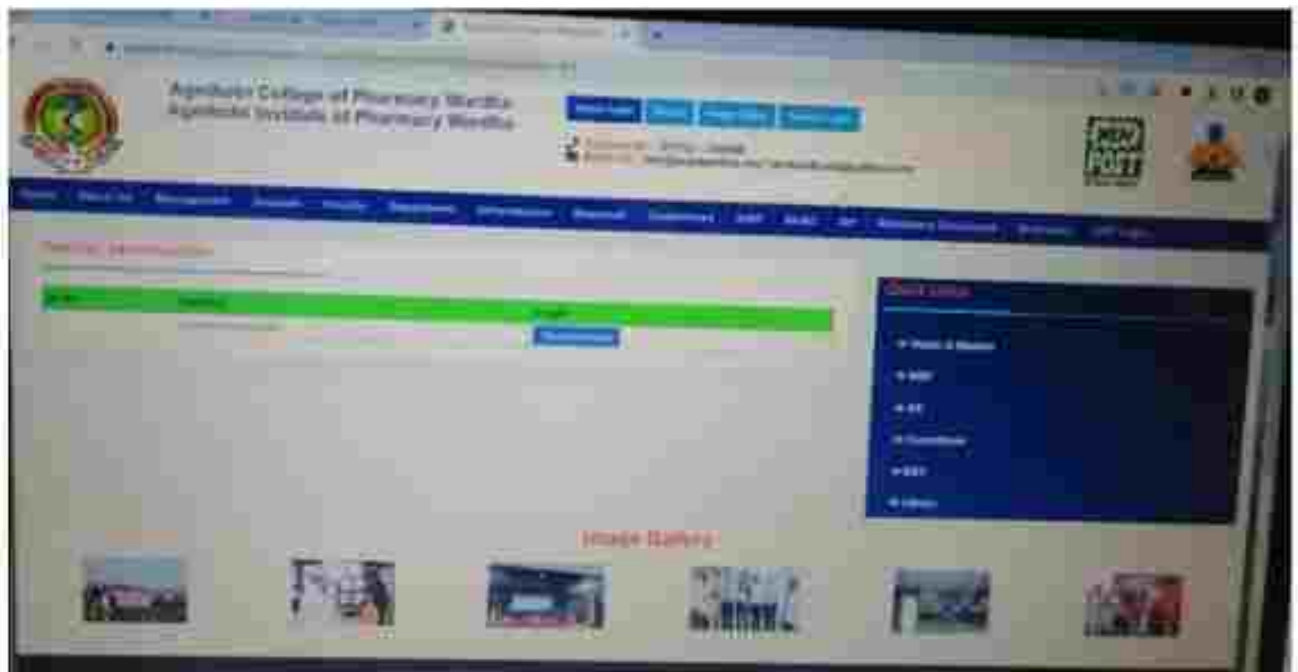
P. P. Ghosh
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Link and Screenshot of Gender sensitization committee on institute website

<https://www.acpwardha.org/page.php?name=Gender%20sensitization%20&&collegeName=ACP>



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CRITERION 5

5.1.4

**Annual Report of the Committee
Motioning the Activities and Number of
Grievances Redressed to Prove Timely
Redressal of the Grievances**



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Annual Report of the Committee Monitoring the Activities

Sr. No.	Details of meeting	Academic Year	Page No.	Link to relevant document
1.	Student Grievance Redressal Committee First Meeting	2018-2019	2-4	https://www.acpwardha.org/criterion/student%20grievance%205.1.4_compressed.pdf
	i) Agenda	2019-2020	5-10	
	ii) Attendance			
	iii) Minutes	2020-2021	11-16	
	Second Meeting			
i) Agenda	2021-2022	17-24		
ii) Attendance				
iii) Minutes	2022-2023	25-32		
2.	Anti-harassment Cell	2019-2020	1-2	https://www.acpwardha.org/criterion/DocScanner%2005-Oct-2023%206-05%20pm.pdf
3.	Anti-Ragging Committee & Squad	2018-2023	47-71	https://www.acpwardha.org/criterion/Anti-ragging_compressed_compressed%20(1).pdf



P.P. Wadgaonkar
Principal
Agnihotri College of Pharmacy
Wardha