



# SUBHWANTI INSTITUTE OF PROFESSIONAL EDUCATION

PCI College Code :- 4622

(Pharmacy College)

Approved by Pharmacy Council of India (PCI), New Delhi

BabaSaheb Bhimrao Ambedkar Bihar University, Muzaffarpur

Affiliated to : Aryabhatta Knowledge University (AKU), Patna

Bihar University Of Health Sciences (BUHS) , Patna

Vill.: Senuria, P.O. :- Majhauria, Dist. :- West Champaran, Bihar ( Pin No.- 845104)

Mob.:- 9065529809,9065529803

Email :- subhwantipharmacy@gmail.com

Ref. No. ....SIP&/ICC(01P/2025

Date. 15 May 2025

## Internal Complaints Committee (ICC)

At Subhwanti Group of Institutions (SGI), the Internal Complaints Committee (ICC) is constituted as per the guidelines of the University Grants Commission (UGC) Regulations, 2015, to address complaints of gender-based discrimination, misconduct, and violations of dignity within the institution. The ICC functions as a statutory mechanism to promote gender equity and ensure a safe, respectful, and inclusive environment for students, faculty, and staff.

## Objectives of ICC

- To uphold the constitutional right to gender equality and provide a grievance redressal system for gender-based concerns.
- To create awareness among stakeholders about gender sensitivity, legal rights, and respectful conduct.
- To act as a recommending body to promote institutional practices aligned with gender justice.

## Key Functions

- Complaint Redressal

ICC receives complaints related to discrimination, harassment, or unfair treatment based on gender. Complaints can be submitted through prescribed online or offline formats.

- Investigation & Inquiry

The committee conducts a fair, neutral, and time-bound inquiry into the complaints submitted. Both the complainant and the respondent are heard with equal respect and confidentiality.

- Institutional Sensitization

The ICC organizes regular gender sensitization seminars, workshops, and policy awareness programs to instill respect and accountability within the institutional culture.

- Policy Evaluation & Recommendations

The committee periodically reviews SGI's internal policies regarding discipline, safety, and equality. Suggestions are submitted to institutional heads for policy revision and action.

- Collaboration with Welfare Cells





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The ICC works in tandem with the Grievance Redressal Cell, Anti-Ragging Committee, and Counseling Cell to address interconnected concerns and ensure student well-being. Every case handled by the ICC is treated with the highest degree of confidentiality. The committee ensures that no individual is subjected to retaliation or judgment for raising a concern.

## Internal Complaints Committee

S.No.	Name	Category
1.	Md. Afroz Alam Principal	Chairperson
2.	Dr. Upma Kumari Rai President	Management
3.	Prof. Abdul Rahman Assistant Professor	Member
4.	Prof. Preeti Kumari Assistant Professor	Member
5.	Ms Deepshikha Rai Director, Usha Institute of Professional Education, Bihar	External Member
6.	Miss Ankita Kumari Student	Member
7.	Miss Smita Sahani Student	Member

