

INTERNAL COMPLAINT COMMITTEE (ICC) OR VISHAKHA COMMITTEE

The Vishakha Guidelines issued by the Hon'ble Supreme Court in 1997 laid down mandatory directives to prevent sexual harassment at the workplace. Based on these guidelines, institute constituted an **Internal Complaint Committee (ICC) or Vishakha Committee** under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

Constitution:

Sr. No.	Name	Designation	Position in ICC	Contact Number	E-mail Id
1	Ms. Sonali A. Barke	Senior Woman Faculty, SCP	Chairperson (Presiding Officer)	9552500205	sabarke.pariphr@gmail.com
2	Ms. Shubhada C. Dhamane	Senior Faculty, D. Pharmacy with legal/social interest	Member	7057015650	dhamaneshubhada@gmail.com
3	Ms. Priti B. Pote	Academic In-charge, D. Pharmacy, SCP	Member	7620151531	prutipote17@gmail.com
4	Mr. Shubham Khamkar	Senior Faculty, B. Pharmacy with legal/social interest	Member	9604318975	shubhamkhamkar2019@gmail.com
5	Ms. Balika S. Masal	Academic In-charge, B. Pharmacy, SCP	Member	7350364209	masalbalika314@gmail.com
6	Ms. Shruti Halder	External Member (Legal Advisor)	Member	9579018558	shrutihaldar02@gmail.com
7	Mr. Ramesh Netke	Office superintendent, SCP	Member	9822584566	ramesh10aug@gmail.com
8	Ms. Shubhangi S. Mese	Student Representative, D. Pharmacy, SCP	Member	70660 06062	meseshubhangi@gmail.com
9	Ms. Sakshi Bhingardive	Student Representative, B. Pharmacy, SCP	Member	9890808461	sakshibhingardive2005@gmail.com

Frequency of meeting	:	Committee shall meet at least twice in a year
Tenure	:	Period of two years

Roles and Responsibilities:

1. Prevent sexual harassment in the institution.

To creating and maintaining a secure, respectful, and inclusive environment for all in the institute and ensuring that sexual harassment is actively prevented through clear policies, preventive measures, and a culture of zero tolerance.

2. Prohibit and address complaints of sexual harassment.

Strictly prohibits any form of sexual harassment against students, faculty, staff, and visitors.

3. Ensure a safe and gender-sensitive environment.

To maintain a safe, gender-sensitive, and enabling environment on campus.

4. Conduct fair, confidential, and timely inquiry into complaints.

Ensures that every complaint of sexual harassment is investigated in a fair, impartial, and timely manner and maintained confidentiality.

5. Recommend appropriate action to the Head of Institution.

Recommends suitable disciplinary or corrective action against the accused in accordance with institutional policies and statutory provisions.

6. Organize awareness and sensitization programs for staff and students.

Regularly organizes workshops, seminars, and awareness programs for faculty, staff, and students to sensitize them about sexual harassment, gender sensitization.

7. Maintain confidentiality in all processes and records.

Ensure that confidentiality is maintained during complaint handling, inquiry processes, and record-keeping, with access limited to authorized personnel only.

8. Submit an annual report on complaints received and action taken.

Prepares and submits an annual report to the Head of the Institution and relevant statutory bodies detailing the number of complaints received, disposed of, actions taken, and awareness activities conducted.