

Seshadri Rao Knowledge Village, GUDLAVALLERU - 521 356, Krishna District, A.P. (Approved by AICTE & PCI, New Delhi and Affiliated to JNTUK, Kakinada)

Sponsored by A.A.N.M. & V.V.R.S.R. Educational Society

Phone: 08674-274649, Fax: 08674-274441

E-mail: venkatadripharmacy@gmail.com, Website: www.vvipsgudlavalleru.ac.in

Date: 24-04-2023

#### Circular

This is informed to all the members of internal complaint committee members to attend the meeting in principal's chamber at 3.50 Pm on 25-04-2023.

#### Points to be discussed:

- 1. Formation of Internal Complaint Committee.
- 2. To discuss the functions of the committee.
- 3. Any other matter.

S. NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. A. Lakshmana Rao	Principal	Chair Person	Man
2	Ms. K. Parimala	Assistant Professor	Coordinator	Klel
3	Dr. T. Balakrishna	Associate Professor	Member	Beligh
4	Mr. V. L. Vinod Kumar	Assistant Professor	Member	V. v. m. Z
5	Ms. A. Sai Datri	Assistant Professor	Member	A Rail
6	Ms. D. Lavanya	Assistant Professor	Member	D. Lavanya
7	Ms. Vaseem Unnisa	Assistant Professor	Member	Vascemunnisa
8	Ms. P. Bhagya Rekha	Assistant Professor	Member	P. Shagya Rolcha
9	Ms. M. Kavya	Student of IV B. Pharmacy	Member	M. Kavya
10	Mr. A. Sankar Deekshith	Student of IV B. Pharmacy	Member	4 Sentar Joda

#### Copy to:

1. All the members of the committee.

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

Date: 26-04-2023

#### MINUTES OF THE MEETING

Minutes of meeting of internal complaint committee with its constituted members was held on 25-04-2023 at 3.50 Pm.

The chairperson of ICC had welcomed all the members of internal complaint committee.

- 1. As per the norms of the management the internal complaint committee was constituted. All the committee members were introduced during the meeting.
- 2. All the members were instructed about the functions of the committee:
- To follow the related acts rules and regulations of government of India applicable from time to time.
- To discuss all the matters related to women in the work place and make suggestions to the management on such matters.
- To create awareness for the prevention of sexual harassment by promoting gender equity among students and staff.
- 3. Ms. K. Parimala informed that there were no complaints of sexual harassment in the institution and the chairperson had appreciated the efforts of the members.

Since there was no points to discuss the meeting has ended.

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

The following members of the committee attended the meeting

S. NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. A. Lakshmana Rao	Principal	Chair Person	KIND
2	Ms. K. Parimala	Associate Professor	Coordinator	K V 5/1 _
3	Dr. T. Balakrishna	Associate Professor	Member	Berril
4	Mr. V. L. Vinod Kumar	Assistant Professor	Member	1 mm B
5	Ms. A. Sai Datri	Assistant Professor	Member	A
6	Ms. D. Lavanya	Assistant Professor	Member	D. Lavanya
7	Ms. Vaseem Unnisa	Assistant Professor	Member	voseemunnisc
8	Ms. P. Bhagya Rekha	Assistant Professor	Member	P. Bhagya Rolch
9	Ms. M. Kavya	Student of IV B. Pharmacy	Member	M. Kavya
10	Mr. A. Sankar Deekshith	Student of IV B. Pharmacy	Member	Q C K VD

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

Date: 17-04-2023

# RECONSTITUTION OF INTERNAL COMPLIANT COMMITTEE

As per the guidelines of JNTUK, Internal Complaint Committee was reconstituted with the following members by the head of the Institution.

S. NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. A. Lakshmana Rao	Principal	Chair Person	Alaba
2	Ms. K. Parimala	Assistant Professor	Coordinator	KVOT
3	Dr. T. Balakrishna	Associate Professor	Member	Burnel
4	Mr. V. L. Vinod Kumar	Assistant Professor	Member	Ture T
5	Ms. A. Sai Datri	Assistant Professor	Member	A Sould
6	Ms. D. Lavanya	Assistant Professor	Member	D-Lavanya
7	Ms. Vaseem Unnisa	Assistant Professor	Member	voseemunisa
8	Ms. P. Bhagya Rekha	Assistant Professor	Member	P. Bragga Bloke
9	Ms. M. Kavya	Student of IV B. Pharmacy	Member	M. Kavya
10	Mr. A. Sankar Deekshith	Student of IV B. Pharmacy	Member	A Sonkay Park

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# V. V. INSTITUTE OF PHARMACEUTICAL SCIENCES

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Phone: 08674-274649, Fax: 08674-274441

E-mail: venkatadripharmacy@gmail.com, Website: www.vvipsgudlavalleru.ac.in

Date: 22-08-2022

#### Circular

This is informed to all the members of internal complaint committee members to attend the meeting in principal's chamber at 11.30Am on 24-08-2023.

## Points to be discussed:

- 1. Establishment of Internal Complaint Committee.
- 2. The purpose of this discourse is to examine the functions performed by the committee.
- 3. Furthermore, any other subjects or concerns will be addressed.

S. NO	NAME	DESIGNATION	POSITION	CICNATUDE
1	Dr. A. Lakshmana Rao	Principal		SIGNATURE
2	Dr. P. Raveesha	Associate Professor	Chair Person	Maria
3	Ms. B. Satya Sree	Associate Professor	Coordinator	and
4	Mr. V. L. Viņod Kumar	Associate Professor	Member	Datyalis
5	Ms. A. Sai Datri	Assistant Professor	Member	V umal
6	Ms. D. Lavanya	Assistant Professor	Member	A Supple
7		Assistant Professor	Member	D. I Dulaway
	Ms. Vaseem Unnisa	Assistant Professor	Member	D. Lavarys
8	Ms. T. Kundhana	Assistant Professor	Member	Lassentin
9	Ms. P. Bharghavi.	Student of IV B. Pharmacy	Member	1 - Nungan
10	Mr. J. Manikanta	Student of IV B. Pharmacy		P. Bhargavi
		= tadent of IV B. I narmacy	Member	Marikander

## Copy to:

1. All the members of the committee



Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

#### Roles and Responsibilities:

- To reduce discrimination and sexual harassment, the objective is to foster gender parity among both students and staff.
- To address instances of gender-based discrimination and sexual harassment towards women, promptly and efficiently, with the goal of providing support services to the victims and putting an end to the harassment.
- The objective is to provide comprehensive education to all institution workers regarding workplace sexual harassment, including its consequences, relevant legislation, and the process of registering a complaint with the Internal Complaints Committee (ICC).
- To propose suitable punitive measures to the management for the offender.

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

Date: 25-08-2022

## MINUTES OF THE MEETING

Minutes of meeting of internal complaint committee with its constituted members was held on 24-08-2022 at 11.30 Am.

- The chairperson of the Internal Complaint Committee (ICC) cordially greeted all the members of the internal complaint committee.
- The establishment of the internal complaint committee was carried out in adherence to the standards set forth by the management. An introductory session was conducted during the meeting to familiarize all committee members with one another.
- All members of the committee were given instructions pertaining to the responsibilities of the committee, which encompass compliance with the pertinent statutes, rules, and regulations of the Indian government that are applicable at any given time.
- The objective of this effort is to facilitate in-depth discussions concerning women's experiences in the workplace and offer advice to the management regarding these matters.
- The aim of this initiative is to enhance understanding and recognition of the significance of mitigating instances of sexual harassment through the promotion of gender equality among students and staff members.
- The user's text is already academic in nature.
- Based on the findings of Dr. P. Raveesha, no documented cases of sexual harassment have been reported within the institution. Furthermore, the chairperson has conveyed gratitude for the endeavors undertaken by the members.

• The user's text does not contain any information. Given the absence of additional subjects for deliberation, the conference was brought to a close.



Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

The following members of the committee attended the meeting

S. NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. A. Lakshmana Rao	Principal	Chair Person	CARD
.2	Dr. P. Raveesha	Associate Professor	Coordinator	A mil
3	Ms. B. Satya Sree	Associate Professor	Member	dalyata 1
4	Mr. V. L. Vinod Kumar	Assistant Professor	Member	Viving
5	Ms. A. Sai Datri	Assistant Professor	Member	1 2 2
6	Ms. D. Lavanya	Assistant Professor	Member	D. Lavanya
7	Ms. Vaseem Unnisa	Assistant Professor	Member	voscemum
8	Ms. T. Kundhana	Assistant Professor	Member	T. Kundan
9	Ms. P. Bharghavi.	Student of IV B. Pharmacy	Member	P Bhamouri
10	Mr. J. Manikanta	Student of IV B. Pharmacy	Member	Markanto





Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

Date: 25-08-2022

# RECONSTITUTION OF INTERNAL COMPLIANT COMMITTEE

As per the guidelines of JNTUK, Internal Complaint Committee was reconstituted with the following members by the head of the Institution.

S. NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. A. Lakshmana Rao	Principal	Chair Person	NAM
2	Dr. P. Raveesha	Associate Professor	Coordinator	
3	Ms. B. Satya Sree	Associate Professor	Member	Satyal-B
4	Mr. V. L. Vinod Kumar	Assistant Professor	Member	Vim
5	Ms. A. Sai Datri	Assistant Professor	Member	L'Sold
6	Ms. D. Lavanya	Assistant Professor	Member	DI
7	Ms. Vaseem Unnisa	Assistant Professor	Member	D. Lavanya
8	Ms. T. Kundhana	Assistant Professor	Member	wsee munniso
9	Ms. P. Bharghavi.	Student of IV B. Pharmacy	Member	1. Kundan
10	Mr. J. Manikanta	Student of IV B. Pharmacy	Member	P. Bhavgan Manikanta

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

#### Roles and Responsibilities:

- In order to reduce instances of discrimination and sexual harassment, it is crucial to promote gender equality among both the student body and faculty.
- In order to tackle cases of discrimination and sexual harassment against women, it is crucial to promptly implement measures that emphasize the provision of support services to victims and the end of such harassment.
- In order to ensure that all employees within the institution receive a thorough education, it is crucial to tackle the matter of sexual harassment in the workplace. This educational project seeks to increase knowledge of the adverse implications of such behavior, as well as the existing legal framework to address it. In addition, employees will receive information regarding the procedure for filing a complaint with the Internal Complaints Committee (ICC).
- To recommend appropriate disciplinary actions to the management for the person accountable

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Seshadri Rao Knowledge Village
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# V. V. INSTITUTE OF PHARMACEUTICAL SCIENCES

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Phone: 08674-274649, Fax: 08674-274441

E-mail: venkatadripharmacy@gmail.com, Website: www.vvipsgudlavalleru.ac.in

Date: 20-11-2021

## Circular

This is informed to all the members of Internal Complaint Committee members to attend the meeting in principal's chamber at 3.50 Pm on 22-11-2021.

### Points to be discussed:

- 1. Reconstitution of Internal Complaint Committee.
- 2. The objective of this discourse is to analyze the various functions executed by the committee.
- 3. Any other matter with the permission of chair.

S. NO	NAME	DESIGNATION	POSITION	CY COLUMN
1	Dr. A. Lakshmana Rao	Principal		SIGNATURE
2	Dr. P. Raveesha	Associate Professor	Chair Person	2 Hours
3	Ms. B. Satya Sree	Associate Professor	Coordinator	arm
4	Mr. V. L. Vinod Kumar	Assistant Professor	Member	Joly alys
5	Ms. A. Sai Datri		Member	N-UN-2
6	Ms. D. Lavanya	Assistant Professor	Member	A Sull
7	Ms. Vaseem Unnisa	Assistant Professor	Member	D. Lavanie
8	Ms. M. Chadhana	Assistant Professor	Member	Vascements
9		Assistant Professor	Member	M. Chandana
	Ms. J. Sony	Student of IV B. Pharmacy	Member	J. Sony
10	Mr. Md. Zakir	Student of IV B. Pharmacy	Member	Zakin

## Copy to:

1. All the members of the committee



Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

Date: 23-11-2021

#### MINUTES OF THE MEETING

Minutes of meeting of internal complaint committee with its constituted members was held on 22-11-2021 at 03.50 Pm.

The chairperson of the Internal Complaint Committee (ICC) extended a warm welcome to all the members of the internal complaint committee.

The implementation of the internal complaint committee was conducted in accordance with the guidelines established by the management. During the meeting, a preliminary session was carried out to acquaint all members of the committee with each other.

The committee members were provided with instructions regarding their responsibilities, which include adhering to the relevant rules and regulations of the Indian government that are applicable at any given time.

The primary aim of this endeavor is to foster comprehensive dialogues pertaining to the experiences of women in the professional sphere, and to provide guidance to organizational leadership on matters pertaining to these experiences.

The objective of this program is to augment comprehension and acknowledgment of the importance of addressing occurrences of sexual harassment by fostering gender equality among students and staff members.

The user's text is already written in an academic style.

According to the research conducted by Dr. P. Raveesha, there is a lack of documented instances of sexual harassment within the university. In addition, the chairperson has expressed appreciation for the efforts made by the members.

The user's text does not contain any substantive content. In light of the lack of further topics for discussion, the conference was concluded. The meeting ended with vote of thanks.

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

The following members of the committee attended the meeting

S. NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. A. Lakshmana Rao	Principal	Chair Person	100
2	Dr. P. Raveesha	Associate Professor	Coordinator	
3	Ms. B. Satya Sree	Associate Professor	Member	1930
4	Mr. V. L. Vinod Kumar	Assistant Professor	Member	Vumin
5	Ms. A. Sai Datri	Assistant Professor	Member	1000
6	Ms. D. Lavanya	Assistant Professor	Member	D la san
7	Ms. Vaseem Unnisa	Assistant Professor	Member	Vaseemunniso
8	Ms. M. Chadhana	Assistant Professor	Member	M. Chandana
. 9	Ms. J. Sony	Student of IV B. Pharmacy		
10	Mr. Md. Zakir	Student of IV B. Pharmacy	Member	J. Sory

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

Date: 22-11-2021

# RECONSTITUTION OF INTERNAL COMPLIANT COMMITTEE

As per the guidelines of JNTUK, Internal Complaint Committee was reconstituted with the following members by the head of the Institution.

S. NO	NAME	DESIGNATION	DOCTOR	
1	Dr. A. Lakshmana Rao	Principal	POSITION	SIGNATURE
2	Dr. P. Raveesha	Associate Professor	Chair Person	Mon
3	Ms. B. Satya Sree	Associate Professor	Coordinator	Soot -
4	Mr. V. L. Vinod Kumar	Assistant Professor	Member	Jalyatilly
5	Ms. A. Sai Datri	Assistant Professor	Member	N. VEN
6	Ms. D. Lavanya	Assistant Professor	Member	A. Soll ~
7	Ms. Vaseem Unnisa	Assistant Professor	Member Member	D. Lavanya
8	Ms. M. Chadhana	Assistant Professor	Member	vaseeming
9	Ms. J. Sony	Student of IV B. Pharmacy		M. Chandana
10	Mr. Md. Zakir	Student of IV B. Pharmacy	Member Member	J-Sony Zakisi





Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

# Roles and Responsibilities:

- To address occurrences of discrimination and sexual harassment, it is crucial to cultivate gender equality among both the student body and faculty.
- To effectively combat cases of discrimination and sexual harassment targeting women, it is crucial to promptly implement measures that emphasize the provision of support services to victims and the end of such harassment.
- The user's text does not contain any information to rewrite. In order to ensure a thorough education for all employees inside the institution, it is essential to acknowledge and tackle the matter of sexual harassment in the workplace.
- The primary objective of this educational project is to augment knowledge and understanding on the adverse ramifications associated with such conduct, alongside the existing legal infrastructure established to address and mitigate it. Furthermore, the employees will receive information regarding the procedure for lodging a complaint with the Internal Complaints Committee.
- > To recommend appropriate disciplinary actions to the management regarding the individual accountable.

PRINCIPAL



# V. V. INSTITUTE OF PHARMACEUTICAL SCIENCES

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E-mail: venkatadripharmacy@gmail.com, Website: www.vvipsgudlavalleru.ac.in

Date: 16-11-2020

## Circular

This is informed to all the members of Internal Complaint Committee members to attend the meeting in principal's chamber at 11.30 Am on 17-11-2020.

### Points to be discussed:

- 1. To discuss on constitution of Internal Complaint Committee
- 2. To discuss on the various functions performed by the committee.
- 3. Any other matter may with the permission of the chair.

S. NO	NAME	DESIGNATION	POSITION	CICALATINA
1	Dr. A. Lakshmana Rao	Principal	Chair Person	SIGNATURE
2	Dr. Sk. Aminabee	Associate Professor	Coordinator	HIM
3	Ms. T. Prasanthi	Associate Professor	Member	3k-A-7.
4	Ms. B. Satya Sree	Associate Professor	Member	talante
5	Mr. V. L. Vinod Kumar	Assistant Professor	Member	JalyaliB
6	Ms. A. Sai Datri	Assistant Professor	Member	1. Oplay
7	Ms. K. Parimala	Assistant Professor	Member	1 Doch
8	Mr. S. Kiran Kumar	Lab Technician	Member	KASI
9.	Ms. G. Manasa	Student of IV B. Pharmacy	Member	8800
10	Mr. Ch. Joshi	Student of IV B. Pharmacy	Member	Ch. Joshi

#### Copy to:

1. All the members of the committee



Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

Date: 18-11-2020

## MINUTES OF THE MEETING

Minutes of meeting of internal complaint committee with its constituted members was held on 17-11-2020 at 11.30 Am.

- > The chairperson of the Internal Complaint Committee (ICC) had welcomed all members of the committee.
- > The committee discussed on the implementation of an initiative to raise awareness about the Internal Complaint Committee (ICC) among the faculty and students for the current academic year.
- > There were no reports of sexual harassment from students and staff.
- > The committee proposed the implementation of an orientation program focused on addressing the issue of sexual harassment among students.
- > College bus students requested to allow for first hour in case of late happened because of railway gates. Chairperson and committee members consider their request and give 5minutes leverage.

The meeting concluded with vote of thanks

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

The following members were present in the meeting

S. NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. A. Lakshmana Rao	Principal	Chair Person	Non
2	Dr. Sk. Aminabee	Associate Professor	Coordinator	SI A S
3	Ms. T. Prasanthi	Associate Professor	Member	T. Par. No.
4	Ms. B. Satya Sree	Associate Professor	Member	Jalyah B
5	Mr. V. L. Vinod Kumar	Assistant Professor	Member	V: UTVU }
6	Ms. A. Sai Datri	Assistant Professor	Member	1. 2 ml
7	Ms. K. Parimala	Assistant Professor	Member	V Colo
8	Mr. S. Kiran Kumar	Lab Technician	Member	PET
9	Ms. G. Manasa	Student of IV B. Pharmacy	Member	Digita il
10	Mr. Ch. Joshi	Student of IV B. Pharmacy	Member	Cl. Tool

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

Date: 16-11-2020

# RECONSTITUTION OF INTERNAL COMPLIANT COMMITTEE

As per the guidelines of JNTUK, Internal Complaint Committee was reconstituted with the following members by the head of the Institution.

S. NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. A. Lakshmana Rao	Principal	Chair Person	No.
2.	Dr. Sk. Aminabee	Associate Professor	Coordinator	2 2
3	Ms. T. Prasanthi	Associate Professor	Member	T D-80 10
4	Ms. B. Satya Sree	Associate Professor	Member	1 Hasante
5	Mr. V. L. Vinod Kumar	Assistant Professor	Member	1 Land
6	Ms. A. Sai Datri	Assistant Professor	Member	A COLON
7	Ms. K. Parimala	Assistant Professor	Member	12/09
8	Mr. S. Kiran Kumar	Lab Technician	Member	Che
9	Ms. G. Manasa	Student of IV B. Pharmacy	Member	Haialouty
10	Mr. Ch. Joshi	Student of IV B. Pharmacy	Member	Clastad

PRINCIPAL



# V. V. INSTITUTE OF PHARMACEUTICAL SCIENCES

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Phone: 08674-274649, Fax: 08674-274441

E-mail: venkatadripharmacy@gmail.com, Website: www.vvipsgudlavalleru.ac.in

Date: 10-02-2020

#### Circular

This is informed to all the members of Internal Complaint Committee members to attend the meeting in principal's chamber at 03.50 Pm on 11-02-2020.

### Points to be discussed:

- 1. To review Internal Complaint Committee
- 2. Discuss on matters related to sexual harassment if any.
- 3. Any other matter related.

S. NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. A. Lakshmana Rao	Principal	Chair Person	SIGNATURE
2	Dr. Sk. Aminabee	Associate Professor	Coordinator	000
3	Ms. T. Prasanthi	Associate Professor	Member	JO DO
4	Ms. B. Satya Sree	Associate Professor	Member	1 Plasenta
5	Mr. V. L. Vinod Kumar	Assistant Professor	Member	Nowa
6	Ms. A. Sai Datri	Assistant Professor	Member	1 e m
7	Mr. Md. Yaseen	Lab Assistant	Member	Dorth.
8	Mr. S. Kiran Kumar	Lab Technician	Member	Md. Yabery
9	Ms. G. Manasa	Student of IV B. Pharmacy	Member	C STO
10	Mr. Ch. Joshi	Student of IV B. Pharmacy	Member	G. Manalowy

## Copy to:

1. All the members of the committee

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

Date: 12-02-2020

#### MINUTES OF THE MEETING

Minutes of meeting of internal complaint committee with its constituted members was held on 11-02-2020 at 11.30 Am.

The chairperson had welcomed all the members of the Internal Complaint Committee (ICC).

- > Previous minutes were discussed briefly by the coordinator
- > The chairperson informed to the coordinator to display the list of committee members along with contact details.
- > There were no observed cases regarding sexual harassment by the female students and women staff members of the college.
- > Girl students reported washrooms cleaning problem due to high utilization. The committee members are advised to take required measures.

Since there was no other matter to discuss the meeting concluded with vote of thanks.

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

The following members were present in the meeting

S. NO	NAME	DESIGNATION	POSITION	SIGNATURE
.1	Dr. A. Lakshmana Rao	Principal	Chair Person	MADO
2	Dr. Sk. Aminabee	Associate Professor	Coordinator	21 1 2
3	Ms. T. Prasanthi	Associate Professor	Member	T. Promile
4	Ms. B. Satya Sree	Associate Professor	Member	Jatuali B
5	Mr. V. L. Vinod Kumar	Assistant Professor	Member	N. N. Was
6	Ms. A. Sai Datri	Assistant Professor	Member	1 200
7	Mr. Md. Yaseen	Lab Assistant	Member	Hd. Yoseen
8	Mr. S. Kiran Kumar	Lab Technician	Member	Md. Yasem
9	Ms. G. Manasa	Student of IV B. Pharmacy	Member	Vaul 1
10	Mr. Ch. Joshi	Student of IV B. Pharmacy	Member	Tel.

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# V. V. INSTITUTE OF PHARMACEUTICAL SCIENCES

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E-mail: venkatadripharmacy@gmail.com, Website: www.vvipsgudlavalleru.ac.in

Date: 11-03-2019

#### Circular

This is informed that all the members of Internal Complaint Committee members to attend the meeting in principal's chamber at 3.50 Pm on 12-03-2019.

## Points to be discussed:

- 1. Constitution of Internal Complaint Committee.
- 2. To discuss on complaints related to Internal Complaint Committee.
- 3. Any other matter related

S. NO	NAME	DESIGNATION	DO GYPTY -	
1	Dr. A. Lakshmana Rao		POSITION	SIGNATURI
2	Dr. Sk. Aminabee	Principal	Chair Person	16/100
3	Ms. T. Prasanthi	Associate Professor	Coordinator	8 1 0
4		Associate Professor	Member	T Dec 14
4	Ms. B. Satya Sree	Associate Professor	Member	1 thosaule
3	Mr. V. L. Vinod Kumar	Assistant Professor		palyalis
6	Ms. A. Sai Datri	Assistant Professor	Member	11 UTMBA
7	Mr. Md. Yaseen	Lab Assistant	Member	A Dood
8 .	Mr. S. Kiran Kumar		Member	Md. Yoscay
9	Ms. G. Manasa	Lab Technician	Member	WILL ?
	Mr. Ch. Joshi	Student of III B.Pharmacy	Member	Maralerly
10	WII. CII. JOSIII	Student of III B.Pharmacy	Member	Cl -t el

## Copy to:

1. All the members of the committee

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

Date: 13-03-2019

### MINUTES OF THE MEETING

The minutes of the meeting of the Internal Complaint Committee, comprising its duly constituted members, was held on 12-03-2019 at 3.50 Pm.

The chairperson welcomed all the committee members of the ICC.

- > Previous minutes were discussed briefly by the chair person.
- > The committee members after discussion has recommended the following Points:
- > To uphold the principle of maintaining the confidentiality of the complaint.
- > Punitive measures in instances of recurrent conduct.
- > Students requested for repairing of the sanitary napkin disposal machine. Chairperson advised the committee members to take necessary action.

Since there were no topics to discuss, the meeting was ended with a vote of thanks.



Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

The following members were present in the meeting

NAME	DESIGNATION		
Dr. A. Lakshmana Rao	Principal		SIGNATURE
			MO
			SL. A. 9.
			T. Playarth
			Salyalus
Ms. A. Sai Datri			N.0203
Mr. Md. Yaseen			1. 600
Mr. S. Kiran Kumar			Md. Joseph
Ms. G. Manasa			Steb?
Mr. Ch. Joshi	Student of III B. Pharmacy		Harritany
	Dr. A. Lakshmana Rao Dr. Sk. Aminabee Ms. T. Prasanthi Ms. B. Satya Sree Mr. V. L. Vinod Kumar Ms. A. Sai Datri Mr. Md. Yaseen Mr. S. Kiran Kumar Ms. G. Manasa	Dr. A. Lakshmana Rao Principal Dr. Sk. Aminabee Associate Professor Ms. T. Prasanthi Associate Professor Ms. B. Satya Sree Associate Professor Mr. V. L. Vinod Kumar Assistant Professor Ms. A. Sai Datri Assistant Professor Mr. Md. Yaseen Lab Assistant Mr. S. Kiran Kumar Lab Technician Ms. G. Manasa Student of III B. Pharmacy	Dr. A. Lakshmana Rao Principal Chair Person Chair Person Coordinator Ms. T. Prasanthi Associate Professor Member Ms. B. Satya Sree Associate Professor Member Mr. V. L. Vinod Kumar Assistant Professor Member Ms. A. Sai Datri Assistant Professor Member Mr. Md. Yaseen Lab Assistant Member Mr. S. Kiran Kumar Lab Technician Member Ms. G. Manasa Student of III B. Pharmacy Member





# V. V. INSTITUTE OF PHARMACEUTICAL SCIENC

Seshadri Rao Knowledge Village, GUDLAVALLERU - 521 356, Krishna District, A.P. (Approved by AICTE & PCI, New Delhi and Affiliated to JNTUK, Kakinada)

Sponsored by A.A.N.M. & V.V.R.S.R. Educational Society

Phone: 08674-274649, Fax: 08674-274441

E-mail: venkatadripharmacy@gmail.com, Website: www.vvipsgudlavalleru.ac.in

Date: 23-09-2019

#### Circular

This is informed to all the members of Internal Complaint Committee members to attend the meeting in principal's chamber at 3.00 Pm on 24-09-2019.

### Points to be discussed:

- 1. To review on Internal Complaint Committee activities.
- 2. To discuss on complaints related to sexual harassment if any.
- 3. Any other matter related.

S. NO	NAME	DESIGNATION	POSITION	SICNATUDE
1	Dr. A. Lakshmana Rao	Principal	Chair Person	SIGNATURE
2	Dr. Sk. Aminabee	Associate Professor	Coordinator	Q <sub>1</sub> A Q
3	Ms. T. Prasanthi	Associate Professor	Member	Sk. A.
4	Ms. B. Satya Sree	Associate Professor	Member	To tla Saute
5	Mr. V. L. Vinod Kumar	Assistant Professor	Member	1 2
6	Ms. A. Sai Datri	Assistant Professor	Member	N. Und
7	Mr. Md. Yaseen	Lab Assistant	Member	J. Some
8	Mr. S. Kiran Kumar	Lab Technician	Member	Mdy Josep
9	Ms. G. Manasa	Student of IV B. Pharmacy	Member	SALE
10	Mr. Ch. Joshi	Student of IV B. Pharmacy	Member	Maraley

## Copy to:

1. All the members of the committee

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

Date: 25-09-2019

#### MINUTES OF THE MEETING

The minutes of the meeting of the Internal Complaint Committee, comprising its duly constituted members, was held on 24-09-2019 at 3.00 Pm.

The chairperson extended a warm welcome to all the members of the Internal Complaint Committee (ICC).

- > The committee discussed on points to create awareness on ICC among the staff and students of for the current academic year
- > The committee members proposed the implementation of an orientation program on sexual harassment for student.
- > College bus students coming late due to delay of college bus because of railway gates are requested to allow for first hour classes. Chairperson and committee members discussed for solving the problem.

There were no reported incidences of sexual harassment involving students and female staff members at the college.

As there were no other topics for discussion, the meeting was ended with a vote of thanks.

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

The following members were present in the meeting

S. NO	NAME	DESIGNATION	POSITION	SIGNATURE
1.	Dr. A. Lakshmana Rao	Principal	Chair Person	AND
2	Dr. Sk. Aminabee	Associate Professor	Coordinator	24 10
3	Ms. T. Prasanthi	Associate Professor	Member	ST Park
4	Ms. B. Satya Sree	Associate Professor	Member	odious
5	Mr. V. L. Vinod Kumar	Assistant Professor	Member	V. VDr
6	Ms. A. Sai Datri	Assistant Professor	Member	N. CA
7	Mr. Md. Yaseen	Lab Assistant	Member	Md. Yosery
8	Mr. S. Kiran Kumar	Lab Technician	Member	Obb
9	Ms. G. Manasa	Student of III B. Pharmacy	Member	Minalarly
10	Mr. Ch. Joshi	Student of III B. Pharmacy	Member	Co Trel

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# V. V. INSTITUTE OF PHARMACEUTICAL SCIENCES

Seshadri Rao Knowledge Village, GUDLAVALLERU - 521 356, Krishna District, A.P. (Approved by AICTE & PCI, New Delhi and Affiliated to JNTUK, Kakinada)

Sponsored by A.A.N.M. & V.V.R.S.R. Educational Society

Phone: 08674-274649, Fax: 08674-274441

E-mail: venkatadripharmacy@gmail.com, Website: www.vvipsgudlavalleru.ac.in

Date: 27-09-2018

#### Circular

This is informed to all the members of Internal Complaint Committee members to attend the meeting in principal's chamber at 3.50 Pm on 28-09-2018.

## Points to be discussed:

- 1. To review on ICC.
- 2. To discuss on complaints.
- 3. Any other Point.

S. NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. A. Lakshmana Rao	Principal	Chair Person	SIGNATURI
2	Dr. Sk. Aminabee	Associate Professor	Coordinator	Maria
3	Ms. T. Prasanthi	Associate Professor	Member	8r. April
4	Ms. B. Satya Sree	Associate Professor	Member	Adjany
5	Mr. V. L. Vinod Kumar	Assistant Professor	Membar	
6	Ms. A. Sai Datri	Assistant Professor	Member	V. VIMO
7	Mr. Md. Yaseen	Lab Assistant	Member	A South
8	Mr. S. Kiran Kumar	Lab Technician	Member	Md. Yosen
9	Ms. G. Manasa	Student of III B. Pharmacy	Member	SEE
10	Mr. Ch. Joshi	Student of III B. Pharmacy	Member	Marralony

#### Copy to:

1. All the members of the committee



Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

Date: 29-09-2018

## MINUTES OF THE MEETING

The minutes of the meeting of the Internal Complaint Committee, comprising its duly constituted members, was held on 28-09-2018 at 3.50 Pm.

The chairperson extended a warm welcome to all the members of the Internal Complaint Committee (ICC).

- > The committee members of ICC discussed to create awareness on ICC among the staff and students of for the current academic year
- > There were no reported cases of sexual harassment from students and female staff members.
- > The committee members have put forth a proposal to introduce a student orientation session focused on sexual harassment.

There were no reported incidences of sexual harassment involving students and female staff members at the college.

As there were no other topics for discussion, the meeting was ended with a vote of thanks.

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narmaceutical Sciences eshadri Rao Knowledge Village GUDLAVALLERU - 521 356



Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

The following members were present in the meeting

S. NO	NAME	DESIGNATION	DOGVEN	
1	Dr. A. Lakshmana Rao	Principal	POSITION	SIGNATUR
2	Dr. Sk. Aminabee	par	Chair Person	SHOW
3		Associate Professor	Coordinator	2 1 2
	Ms. T. Prasanthi	Associate Professor	Member	8K.H=-V.
4	Ms. B. Satya Sree	Associate Professor		T Fragant
5	Mr. V. L. Vinod Kumar		Member	SalyaboB
			Member	V. UM
	Ms. A. Sai Datri	Assistant Professor	Member	1 00
7	Mr. Md. Yaseen	Lab Assistant		A -
8	Mr. S. Kiran Kumar	Lab Technician	Member	Mol. Yosey
9	M. O. V.		Member	Str
	M. Cl. Y.	Student of III B. Pharmacy	Member	V. I
10 1	Mr. Ch. Joshi	Student of III B. Pharmacy	Member	Mandany

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

Date: 27-09-2018

# RECONSTITUTION OF INTERNAL COMPLIANT COMMITTEE

As per the guidelines of JNTUK, Internal Complaint Committee was reconstituted with the following members by the head of the Institution.

S. NO	NAME	DESIGNATION	POSITION	ar are
1	Dr. A. Lakshmana Rao	Principal		SIGNATURI
2	Dr. Sk. Aminabee	Associate Professor	Chair Person	AMO
3	Ms. T. Prasanthi		Coordinator	St. Jan.
4		Associate Professor	Member	T Piggs Al
	Ms. B. Satya Sree	Associate Professor	Member	saliates,
5	Mr. V. L. Vinod Kumar	Assistant Professor	Member	paulaus
6	Ms. A. Sai Datri	Assistant Professor	Member	1. CIMOT
7	Mr. Md. Yaseen	Lab Assistant		The Sould
8	Mr. S. Kiran Kumar	Lab Technician	Member	Md. Yosiey
9	Ms. G. Manasa	Student of III B. Pharmacy	Member	SHE
10	Mr. Ch. Joshi	Student of III B. Pharmacy	Member	Marialent
	TO TO THE STATE OF	Student of III B. Pharmacy	Member	Ch. Fretal

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Seshadri Rao Knowledge Village, Gudlavalleru- 521 356.

#### Roles and Responsibilities:

- In order to reduce instances of discrimination and sexual harassment, it is crucial to promote gender equality among both the student body and faculty.
- In order to tackle cases of discrimination and sexual harassment against women, it is crucial to promptly implement measures that emphasize the provision of support services to victims and the end of such harassment.
- In order to ensure that all employees within the institution receive a thorough education, it is crucial to tackle the matter of sexual harassment in the workplace. This educational project seeks to increase knowledge of the adverse implications of such behavior, as well as the existing legal framework to address it. In addition, employees will receive information regarding the procedure for filing a complaint with the Internal Complaints Committee (ICC).
- To recommend appropriate disciplinary actions to the management for the person accountable

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