



Dnyanganga Education Society, Mhaswad
**Mandesh Institute of Pharmaceutical
 Science & Research Center, Mhaswad**

Approved By : PCI, New Delhi, DTE-Mumbai, Govt. of Maharashtra
 Affiliated to : Dr. Babasaheb Ambedkar Technological University, Lonere, Raigad

Add. : Survey No. 1124, Late Dhondiba Kodalkar Nagar, Mhaswad-Injbhav Road, Mhaswad-415509
 Tal. Man, Dist. Satara. Contact : 02373 295800 dnyanganga512@gmail.com Website : www.mipsrc.edu.in

Chairman
Dr. Vivekanand Mane

Vice Chairman
Mr. Balkrishna Lengare

Founder Secretary
Mr. Dada Kodalkar

Principal
Dr. Nagaraju Potnuri

Ref. No. *DES/MI/SP/Admi/2024-25/1020C*

Date : *06/08/2024*

Internal Complaint Committee (ICC)

To provide appropriate working conditions in respect of work, leisure, health, and hygiene to further ensure that there is no hostile environment towards women at workplaces and that no woman employee has reasonable grounds to believe that she is disadvantaged in connection with her employment.

Mandesh Institute of Pharmaceutical Science and Research Centre, Mhaswad here with constituting Internal Complaint Committee in the year 2019 and updated in Academic Year 2024-25.

Sr. No.	Name of member	Designation in institute	Designation in Committee
1.	Dr. Nagaraju Potnuri	Principal	Chairman
2.	Ms. Sonwalkar S.G	Assistant professor	In-charge
3.	Mr. Mulla A. A	Office Superintendent	Member
4.	Mr. Mahanur V. D	Registrar	Member
5.	Ms. Mujavar P. R	Non teaching staff	Member
6.	Miss. Bangar S. H	Police constable	Member
7.	Mrs. Lengare U. B	NGO	Member
8.	Mr. Kodalkar Vaibhav. S	Student (B. Pharm II Year)	Member
9.	Miss Tiwatane Bhakti. R	Student (B. Pharm III Year)	Member
10.	Mr. Shinde Siddheshwar. M	Student (B. Pharm IV Year)	Member



Signature
PRINCIPAL
 Mandesh Institute Of Pharmaceutical
 Science and Research Center
 Mhaswad Tal. Dist. Satara



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Dr. Nagaraju PotnuriRef. No. *DES/MI/PSRC/Admin/2024-25/1020C*Date : *06/08/24***Responsibilities of Internal Complaint Committee:**

A Complaints Committee must first be aware of their key responsibilities, some of which are highlighted below:

1. Be thoroughly prepared
2. Know the Act, Policy and/or relevant Service Rules
3. Gather and record all relevant information
4. Determine the main issues in the complaint
5. Prepare relevant interview questions
6. Conduct necessary interviews
7. Ensure parties are made aware of the process and their rights/responsibilities within it.
8. Analyze information gathered 9. Prepare the report with findings/recommendations.

*spn*
6/8/24
PRINCIPAL**Mandesh Institute Of Pharmaceutical
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Mhaswad Tal. Dist. Satara**