



**OFFICE ORDER**

**INTERNAL COMPLAINT COMMITTEE**

(Prevention, Prohibition and Redressal of Sexual Harassment of women Employee and Student in UIMS, Prayagraj)

**Authority:** UIMS, Prayagraj SOP dated 1<sup>st</sup> August 2023.

1. United Institute of Medical Sciences, Prayagraj has a Gender Harassment Committee rechristened as Internal Complaint Committee (Prevention, Prohibition and Redressal of sexual harassment of women employee and student in UIMS Prayagraj) as per guidelines of University Grants Commission on the 7<sup>th</sup> August 2023.

2. Sanction is hereby accorded to the reconstitution of committee of following members to safeguard the self-esteem and rights of the women employee and students; empowering them to take part in all the activities of the college and thereby to feel that they are no longer inferior to men:-

- |     |                                                                                                                                                                                                |                       |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| (a) | <b>Dr. Shweta Mishra</b><br>Associate Professor, Bio Chemistry, UIMS<br>(Mobile No 9838777289)<br>(email id <a href="mailto:shwetamishra30@rediffmail.com">shwetamishra30@rediffmail.com</a> ) | - Presiding Officer   |
| (b) | <b>Dr. Nandlal Kumar</b><br>Assistant Professor, Microbiology, UIMS<br>(Mobile No 9852071745)<br>(email id <a href="mailto:nandlaldmc2k5@gmail.com">nandlaldmc2k5@gmail.com</a> )              | - Faculty Member      |
| (c) | <b>Dr. Shveta</b><br>Assistant Professor, Pathology, UIMS<br>(Mobile No 9588077431)<br>(email id <a href="mailto:shvetawadhwa05@gmail.com">shvetawadhwa05@gmail.com</a> )                      | - Faculty Member      |
| (d) | <b>Ms. Aasha Latha</b><br>Nursing Superintendent, United Medicity<br>(Mobile No 8810333040)<br>(email id <a href="mailto:asha.arnav10@gmail.com">asha.arnav10@gmail.com</a> )                  | - Non-teaching Member |
| (e) | <b>Mr. Ramesh Chandra Patel</b><br>Office Executive, UIMS<br>(Mobile No 9419216036)<br>(email id <a href="mailto:3105rameshpatel@gmail.com">3105rameshpatel@gmail.com</a> )                    | - Non-teaching Member |

**UNDER THE AEGIS OF SHIV RAM DAS GULATI MEMORIAL SOCIETY**



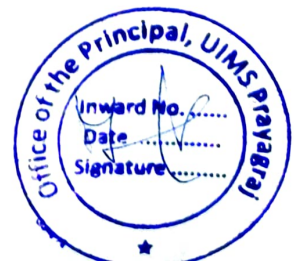
- (f) Ms. Sonam Gupta  
Student of MBBS, 2020-21 batch  
(Mobile No 9039812172  
(email id: [crazysonam.207@gmail.com](mailto:crazysonam.207@gmail.com)) - Student Member
- (g) Ms. Anishma  
Student of MBBS, 2020-21 batch  
(Mobile No 6396751308  
(email id: [anilprashantlic@gmail.com](mailto:anilprashantlic@gmail.com)) - Student Member
- (h) Mr. Divyansh Srivastava  
Student of MBBS, 2021-22 batch  
(Mobile No 6396751308  
(email id: [divyanshshaivastava939@gmail.com](mailto:divyanshshaivastava939@gmail.com)) - Student Member
- (j) Dr. Alka Das  
(Mobile No 6392785994  
(email id: [alkadas50@gmail.com](mailto:alkadas50@gmail.com)) - Member, non govt org

3. **Responsibility of Internal Complaints Committee (ICC).** The Internal Complaints Committee shall;

- (a) Provide assistance if an employee or a student choose to file a complaint with the police.
- (b) Provide mechanisms of dispute Redressal and dialogue to anticipate and address through just and fair conciliation without undermining complaint's right, and minimize the need for purely punitive approaches that lead to further resentment, alienation or violence;
- (c) Protect the safety of the complainant by not divulging the person's identity, provide the mandatory relief by way of sanctioned leave or relaxation of attendance requirement or transfer to another department or supervisor as required during the pendency of the complainant, or also provide for the transfer of the offender;
- (d) Ensure that victims or witnesses are not victimized or discriminated against while dealing with complaints of sexual harassment: and
- (e) Ensure prohibition of retaliation or adverse action against a covered individual because the employee or the student is engaged in protected activity.

4. **Other responsibilities Internal Complaints Committee (ICC):-**

- (a) Women's empowerment through Education.
- (b) Organizing the health awareness program.
- (c) Solving Women-related issues and complains.



- (d) Creating awareness about women's welfare.
- (e) Handle case works and counseling.
- (f) Organizing the self-defense course for the women/girls of the college community.
- (g) Improving interpersonal skill.
- (h) Creating awareness against harassment.
- (j) Conducting Women's day program.

5. **Membership**: Internal Complaint Committee.

6. **Meeting schedule**: As and when required.

7. **Term**: The term of office of the members of the ICC shall be for a period of three years. UIMS may also employ a system whereby one-third of the members of the ICC may change every year.



United Institute of Medical Sciences, Prayagraj

**Copy to:-**

1. P.S. to Hon'ble President, Shiv Ram Das Gulati Memorial Society, for information.
2. P.S. to Hon'ble Vice Chancellor, United University Prayagraj, for information
3. Medical Superintendent, UIMS, for information
4. Medical Director, UIMS for information
5. All HODs for information.
6. All ICC members, for information
7. Woman Welfare Committee File.
8. Concerned File.