



Mob. : 99154-44541, 99154-44641

Fax : 0161-2816926

Sigma College of Pharmacy

(Being run by Sigma Health Training Institute Registered Society)

Office : 71, Opp. Telephone Exchange (New Grain Market) Gill Road, Ludhiana-141003.

Institute : Near Palm Enclave, Dakhni Bye Pass, Gill Canal, Gill Road, Ludhiana-141003.

✉ sigmacollegeldh@gmail.com

Ref. No. SHTI/Ldh/.....

Dated.....

OFFICE CIRCULAR

ANTI-RAGGING SQUAD/COMMITTEE

It is for the information of all the concerned that as per the directions of Supreme court of India in SLP No. 24295 of 2006 dated 16/05/2007 and civil Appeal No. 887 of 2009, the All India Council for Technical Education vide Notification No. F. NO. 37-3/Legal/AICTE/2009 dated 01/07/2009 to constitute an Anti Ragging Squad to monitor the Anti Ragging Activities in the technical institutions etc. particularly for the safety of 1st year students. Following Anti-Ragging squad is hereby constituted for the purpose:-

Anti-Ragging Squad:

S.NO.	NAME	DESIGNATION		Phone Number
1.	Dr. Rajendra Chouksey	Principal	Chairman	7000773996
2.	Mrs. Jasmeet Kaur	Office Superintendent	Member	9855775924
3.	Ms. Abhinav	Assistant Professor	Member	9805200285
4.	Ms. Kamaljit Kaur	Assistant Professor	Member	8264746769
5.	Ms. Gagandeep Kaur	Assistant Professor	Member	9876936601
6.	Mr. Simarjeet Singh (Student B-Pharmacy 3 rd year)	Student Representative	Member	98881-61939
7.	Ms. Alisha (Student B- Pharma 3 rd year)	Student Representative	Member	7657989626
8.	Ms. Rajveer Kaur	Student Representative	Member	8360114246
9.	Mr. Arpit Gambhir	Student Representative	Member	9530795703

It shall be the duty of Anti-Ragging squad to be called upon to make surprise raids on hostels and other places vulnerable to incidents and having the potential for ragging and shall be empowered to inspect such places.

Principal
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Ludhiana, Punjab



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INTERNAL COMPLAINT COMMITTEE

The internal complaint committee is constituted as per the provision of Sexual harassment of women at work place (Prevention, Prohibition and Redressal) Act. 2013 for a period of 3 years.

Objectives:

- To provide protection against sexual harassment of women at workplace.
- To prevent and redress complaints of sexual harassment.
- To address matters connected therewith or incidental thereto.
- To evolve a mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the workplace.

Responsibilities:-

Committee will take all the necessary steps

- To assist the affected person in terms of support and preventive action.
- For implementation of the policies relating to the prevention of sexual harassment, strive to resolve complaints by the aggrieved complainant, and henceforth, recommend actions to be taken by the employer.

The internal complaint committee comprises of the following members:

S.NO.	NAME	POSITION
1.	Mrs. Jasmeet Kaur (Deputy Director)	Convener
3.	Ms. Kamaljit Kaur (Assistant Professor)	Member
4.	Mr. Abhinav (Assistant Professor)	Member
5.	Mr. Simarjeet Singh (Student B-Pharmacy 3 rd year)	Member
6.	Ms. Alisha (Student B-Pharma 3 rd year)	Member
7.	Mr. Neeraj (Student D-Pharmacy 1 st year)	Member
8.	Ms. Khushboo (Student D-Pharmacy 1 st year)	Member

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SC/ST CELL

INTRODUCTION:

SC/ST Committee has been constituted for the students in the institute to promote the special interests of students in the reserved category, aware them regarding various scholarships schemes and to resolve their problems.

Objectives:

- To create an environment where all communities can participate in all academic and non-academic activities without any sort of discrimination with respect to caste.
- To organize interactive meetings with students to address their personal, social and academic problems.
- To ensure that anti-discriminative laws related to caste and religion are followed.
- To monitor the proper implementation of reserved policy in the institution.

Responsibilities:

- Committee regularly informs the students regarding various government and Non-government scholarship schemes.
- Committee Often organizes meetings to sort the problems of SC/ST students and motivate them for better future planning.
- Committee helps the students to overcome inferiority complex, participate more to have better personal grooming.

SC/ST COMMITTEE

5. Ms. Kamaljit Kaur (Faculty)
6. Ms. Abhinav (Faculty)
7. Ms. Harpreet Kaur (Faculty)
8. Ms. Gagandeep Kaur (Faculty)


Rajendra Chouksey
Principal
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GRIEVANCE REDRESSAL COMMITTEE

The purpose of the committee is to review and resolve the grievance of the staff and students at large. The committee will ensure that the complaints and grievances are handled according to the regulatory mechanisms. A proper redressal and reporting mechanisms has been instituted in place to look after the various issues pertaining to the staff members and students in common.

MEMBERS OF THE GRIEVANCE REDRESSAL COMMITTEE

S.NO.	NAME	DESIGNATION		Phone Number
Student's Grievance Cell				
1.	Ms. Kamaljit Kaur	Assistant Professor	Member	82647-46769
2.	Ms. Abhinav	Assistant Professor	Member	98052-00285
3.	Ms. Gagandeep Kaur	Assistant Professor	Member	9876936601
Teacher's Grievance Cell				
4.	Ms. Jasmeet Kaur	Office Superintendent	Member	9855775924
5.	Mr. Aasif Ahmad Lone	Assistant Professor	Member	9915444641

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CAREER GUIDANCE CELL/COMMITTEE

The purpose of the committee is to review the performance of the students while guiding them for their bright future and career. The committee will ensure that the students are well-aware about the latest companies and start-of-the-art technology concerning pharmaceutical sciences. A proper reporting mechanism has been instituted in place to look after the career and performance of the students.

MEMBERS OF THE CAREER GUIDANCE CELL/COMMITTEE

S.NO.	NAME	DESIGNATION		Phone Number
1.	Mr. Rajendra Chouksey	Principal cum professor	Member	9915444541
2.	Ms. Abhinav	Assistant Professor	Member	98052-00285
3.	Ms. Gagandeep Kaur	Assistant Professor	Member	9876936601
Placement Guidance				
4.	Ms. Jasmeet Kaur	Office Superintendent	Member	9855775924
5.	Mr. Aasif Ahmad Lone	Assistant Professor	Member	9915444641

Principal
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Sigma College of Pharmacy,
Principal
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