



ITM-TRUST

# ITM-IHS COLLEGE OF NURSING

Institute for Technology and Management  
Plot No. 11, Sector. 11, Near Ayappa Temple.  
New Panvel (E), Navi Mumbai - 410 206, Tel: 022-64506859  
Email: ihsnursing@itm.edu Website: www.itm.edu

## LOCAL ADVISORY COMMITTEE (LAC) ITM-IHS COLLEGE OF NURSING NEW PANVEL

Sr.No	Member of Local Advisory Committee	Designation
1.	Dr. P V Ramana	Chairman, ITM Group of Institutions
2.	Dr. J V Shelar	VP, Academic Compliance, ITM Group of Institutions
3.	Dr. Samir Pachpute	Director, ITM IHS Panvel
4.	Mrs. Meenal Rane	Principal, ITM-IHS College of Nursing
5.	Mr. Kiran Rane	Registrar
6.	Mrs. Trupti Mhatre	Asso. Proffesor

## WOMEN'S COMPLAINTS COMMITTEE (VISHAKA COMMITTEE)

Date of Constitution of Committee : 22 December 2017		
Chairperson	Name: Mrs. Meenal Rane Desgnation: Principal Address: ITM IHS College Of Nursing Plot No. 11, Sector. 12, Near Ayappa Temple, New Panvel (E), Navi Mumbai, District: Raigad, 410206 Telephone: 022-6450 6859 Mobile No: +91 93245 15470 Email Add: meenalr@itm.edu	Female
Secretary	Name: Mrs.Trupti Bhupesh Mhatre Associate Professor: ITM IHS College of Nursing Mobile No: +91 90049 44491 Email Add: truptim@itm.edu	Female
Members	1. Mrs. Rani Deokar Director Uddan Women Empowerment Project  2. Mrs. Divya Murthy Legal Advisor  3. Mrs. Alka Gogoi Legal Advisor	Female



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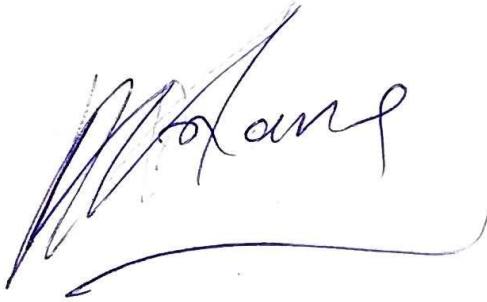
**AIM OF THE “VISHAKHA COMMITTEE”**

*To develop transparent mechanism for timely redressed the students grievences including sexual harrasment and the gender equity.*

**OBJECTIVES OF “VISHAKHA COMMITTEE”**

1. To identify and assess the various problems faced by all women in the institute.
2. To take preventive measures if any untoward incidents happened.
3. Review the written complaints and response to complaints.
4. Review the applicable Policy , Act / Rules as per Vishakha guiedelines and other relevant laws.
5. To develop a plan , meet the complaintant /respondant and witness.
6. Record all statements with date.

7. Plan the interview and act for the grivience redressal.
8. Develop the gender equity programme and create the gender sensitivity.



**PRINCIPAL**  
ITM-IHS College of Nursing  
Plot No. 11, Sector-12, New Panvel,  
Raigad - 410 206.





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**S.O.P.'s FOR THE WOMEN LOCAL COMPLAINTS COMMITTEE (VISHAKHA COMMITTEE)**

1. As per the needs and guidelines the **VISHAKHA COMMITTEE** should be constituted at local level.
2. Whenever the person resigns or gets transferred or rejoins , the reconstitution of the committee should be done.
3. The committee should be reconstituted with the willingness of the members.
4. Meet of the committee members should be planned twice in year.
5. There should be complaint box in the college and all students should be aware about it.
6. The complaint box should be opened every month and discussion should be done in the meeting.
5. Agenda of the meeting should be prepared by secretary and intimation of the meeting should be 10 days prior to the members
6. Meeting should be planned and conducted on working days only, preferably in college of nursing.
7. After the meeting the minutes should be documented within three days and circulated to the members before next meeting.
8. Suggetions , recommendations given by committee members should be implemented before completion of current academic year.
9. Any untoward incident is reported and if found to be serious matter then urgent call of meeting is must and process should be done urgentto solve the redressal.