



SMBT Sevabhavi Trust's

SMBT AYURVED COLLEGE AND HOSPITAL

Nandihills, Dhamangaon-Gholl, Tal. Igatpuri, Nashik-422403 Ph. (02563) 282341
Email: principal.ayurved@smbt.edu.in | smbtayurved@gmail.com | www.smbt.edu.in

Date- 04/01/2023

Ref.No. - 539/SMBT/05/UG/Vishakha/19/2023

To,

Respected registrar,

Maharashtra University of Health Sciences, Nashik.

SUBJECT: - Submission of information about the "Internal Grievance Committee" (formerly nominated "Women's Redressal Grievance Committee") of the year January 2023 to December 2023.

Respected Sir,

With reference to above mentioned subject, we would like to inform you about measures taken by our college in accordance with the orders of Hon. Supreme Court as well as the University or Government for Prevention of harassment of women and students.

Hence, an "Internal Grievance committee/ICC" has been setup at college level for the year January 2023 to December 2023, with regard to the order in following manner-

Sr. No.	Name	Designation	Phone No.
1	Dr. Varsharani Arjun Chaudhari (Dr. Varsharani Santosh Niphade)	Chairperson	7030787516
2	Mr. Gunjal Umesh Tukaram	Member	9881170175
3	Dr. Bhabad Praddep Ramrao	Member	9011067102
4	Dr. Badhe Shilpa Premchand	Member	9689339928
5	Dr. Bhabad Vaishali Pradeep	Member	9822488683
6	Mrs. Kulkarni Anagha Vijay	Member	9561906465

Yours sincerely, for your information and further action.

Thank you.



Principal

SMBT Ayurved College and Hospital.

S.M.B.T. Ayurved College & Hospital
Nandi-Hills, Dhamangaon, Tal. Igatpuri, Dist. Nashik

महाराष्ट्र आरोग्य विद्यालय निदेशिका
महाराष्ट्र, धामांगण, तालुका इगतपुरी, नाशिक - ४२२ ००४



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INTERNAL COMPLAINTS COMMITTEE GUIDELINES

With the reference of a MUHS circular dated on 18/11/2021, the Women's Grievance Committee will be known as 'INTERNAL COMPLAINTS COMMITTEE /ICC' now onwards.

❖ INTERNAL COMPLAINTS COMMITTEE/ ICC:-

SMBT Ayurved college has developed "INTERNAL COMPLAINTS COMMITTEE" formerly known as Vishakha Committee" according to the Prevention, Prohibition and Redressal of Sexual Harassment Act 2013 for all female students and employees at work place. This committee work to prevent or deter the commission of acts of sexual harassment and to provide the procedures for the resolution, settlement or prosecution of acts of sexual harassment by taking all required steps.

❖ DEFINITION OF SEXUAL HARASSMENT:-

Sexual harassment constitutes a gross violation of women's right to equality and dignity. Sexual harassment includes such unwelcome sexually determined behavior (whether directly or by implication) as-

- 1) Physical contact and advances
- 2) A demand or request for sexual favors
- 3) Sexually colored remarks
- 4) Showing pornography
- 5) Any other unwelcome physical, verbal or non verbal conduct of sexual nature.

Where any of these acts is committed in circumstances where the victim of such conduct has reasonable apprehension, she may approach to the committee.

❖ PURPOSE OF COMMITTEE:-

The purpose of committee is to prevent, prohibit and redress sexual harassment to female students and employee(teaching , non-teaching and hospital staff) at college and hospital places.

Objectives of Committee:-

- 1) To create awareness for the prevention of the sexual harassment in all Students and employees of college and Hospital.
- 2) To deal with the complaints or cases of sexual harassment of the female students, teaching ,non-teaching and hospital staff.
- 3) To process all the individual complaints and take immediate suitable action.
- 4) To provide assistance to college and hospital for taking preventive steps in the matter of sexual harassment.
- 5) To review the guidelines for the Redressal of the grievance as require from time to time which may be in accordance with those issued by Supreme Courte and Government Agencies.





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- 6) To arrange the meeting of committee regularly to discuss the complaints or related issue, if any.
- 7) To give yearly report to MUHS by 10th January every year.

❖ COMPOSITION OF COMMITTEE:-

The committee includes Woman preceding officer employed at a senior level from the institute. More than 50 percent members are women from same institute. 1 member from Non-Government Organization committed to cause of women with the issues related to sexual harassment.

All the committee members held the position for Three years. After completion of term of committee, it will be reformed by the Institute.

In certain situations a member can be removed from the committee and the vacancy will be filled as per the need.

SMBT AYURVED COLLEGE AND HOSPITAL

INTERNAL COMPLAINTS COMMITTEE-

SR.NO	NAME	DESIGNATION	PHONE NO.
1	Dr. Varsharani Niphade (Chaudhari)	Chairperson	7030787516
2	Mr.Gunjal Umesh T.	Member (NGO)	9881170175
3	Dr. Bhabad Pradip R.	Member	9011067102
4	Dr.Badhe Shilpa P.	Member	9689339928
5	Dr.Bhabad Vaishali P.	Member	9822488683
6	Mrs.Kulkarni Anagha	Member	9561906465

❖ FUCTIONS OF COMMITTEE:-

Yearly Meetings of Committee:-

The meeting of committee will be held every year in the month of January and July or as per the new admission of UG and PG female students. If required extra meetings will be arranged as per the complaints and need.





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THE PROCEDURE OF GRIEVANCE:-

A) File a complaint:-

- 1) Any student or female employee can lodge a complaint concerning sexual harassment against male student or employee of the Institute by writing a letter or putting the compliant in the Principal office.
- 2) The compliant will be afforded full confidentiality at this stage.

B) Handling of Complaint:-

- 1) After receiving the compliant, the chairman will call the meeting of members of committee.
- 2) The chairman will appoint investigation committee, Coordinator will convene the meeting.
- 3) The investigation committee shall then decide the course of action to proceed.
- 4) The complaint will stand dropped if in accordance to the committee the complaint has not been able to disclose prima-facie an offence of sexual harassment by complainer.
- 5) In case the investigation committee decides to proceed with complaint, the wishes of the complainer shall be ascertained and if the complainer wishes that warning will be sufficient; then alleged offender shall be called to the meeting of committee and if he will be ready to Accept his offence and promises the non occurrence of it again, it will be heard and if satisfied he will be warned about his behavior and leave with the assurance of non occurrence of such behavior.
- 6) In case the complainer requests that the complaint should be proceeded beyond mere a warning further investigations will be proceed.

C) Procedure for Investigation:-

- 1) If a complaint proceed beyond mere a warning, the accused shall be given in writing by the investigation committee an opportunity to explain within one week why he should not be, for good and sufficient reasons, be punished for the act of sexual harassment on his part.
- 2) If the accused will be an able to provide any written explanation or the written explanation is not found to be satisfactory, the investigation committee will decide whether the offence deserves minor or a major penalty.
- 3) In the event if investigation committee deciding that the accused be imposed a minor penalty, the said penalty will be recommended by the investigation committee to the chairman of the cell for decision.
- 4) If the investigation committee comes to a conclusion that the accused in case if his guilt proved, should be imposed a major penalty, it shall make a recommendation of action. If the accused is an employee, he may be placed under suspension under the provision of act.
- 5) If a person is charged with physical molestation or rape on college or society's premises, he shall be immediately placed under suspension pending the completion of the investigation and enquiry. Appropriate action can be initiated as per the laws of Indian Penal Code.





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D] Punishment for Sexual Harassment:-

- 1) Any member of the Institute (student/employee/outsider related to institute) found guilty of sexual harassment shall be liable to be punished as per the laws of sexual harassment act 2013 at workplace.
- 2) A student guilty of sexual harassment shall be liable for any of the following penalties-
 - a) Warning or reprimand
 - b) Suspension from college or University for the period of one month.
 - c) Debarment from appearing for the examination for a period up to three years.
 - d) Rustication from the university as case may be.
 - e) Any other punishment as defined by the government or university act.

E] Reporting to MUHS:-

- 1) Yearly reporting of work done by the committee will be done to MUHS by 10th January in prescribed format given by MUHS every year.

F] Protection against Victimization:-

- 1) In the event of the complainer being a student and the accused being a teacher, during the pendency of the investigation and inquiry and even after such an enquiry if the teacher is found to be guilty, the accused will not act as an examiner for any examination for which the student appears.
- 2) In the event the complainer and the accused both being employees, during the pendency of the investigation and enquiry even after such an enquiry if the accused is found to be guilty, the accused shall not write the condition reports of the complainer, if it is otherwise so authorized.

❖ PREVENTIVE STEPS AND CREATING AWARENESS:-

- 1) Express prohibition of sexual harassment at work place will be notified and circulated through making charts and Flex's. Same will be displayed at appropriate place in the Institute.
- 2) Institute will organize some Seminars & meetings related to sexual harassment for safety, security and awareness of women.
- 3) Open discussion about certain problem/ difficulties will be arranged and possible solutions will be provided.

Chairperson
Dr. Varsharani S. Niphade

Principal
Dr. Pradeep R. Bhabad



Principal
S.M.B.T. Ayurved College & Hospital
Nandihills, Dhamangaon

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THE ANTI - RAGGING COMMITTEE

21 July 2022
Jue 2

Sr. No.	Member of Anti-Ragging Committee	Name
1	Dean / Principal	Dr. Bhabad Pradeep Ramrao
2	Representative of Civil Administration	Hon. Tahsildar, Igatpuri, Dist. Nashik
3	Representative of Police Administration	Hon. Police Inspector, Ghoti Police Station.
5	Representative of NGO involved in Youth Activity	Mr. Gunjal Umesh Tukaram
6	Faculty Representative.	a) Dr. Gaikwad Nitin b) Dr. Wagh Vinaya c) Dr. Wagh Anil d) Dr. Badhe Shilpa
7	Rector - Boys Hostel	Dr. Wankhade Rajesh
8	Rector - Girls Hostel	Ms. Kulkarni Anagha
10	Parents :	a) Dr. Ghule Arjun
11	Representative of Non-Teaching staff member	Mr. Salve L.L.
12	Student Representative	a) Fresher : Mr. Jadhav Om b) Senior: Mr. Sonkusare Krushnakamal



Principal
S.M.B.T. Ayurved College & Hospital
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ANTI RAGGING GUIDELINE

1. Creating ragging free atmosphere in and outside the campus.
2. Creating awareness among students regarding acts and punitive measures pertaining to ragging activities.
3. Creating a cordial relation among students for fulfilling the mission and objectives of the organization.

Why to do?

Steps:

1. As per the directives of the apex commission, UGC norms it is mandatory for every student and his/her parents to submit an anti-ragging affidavit during the time of admission.
2. All the relevant contact details of the students would be collected from the affidavits and documented accordingly as per the order of the Hon'ble Supreme Court of India.

How to do?

This is essentially a three-step procedure

Step 1: Need to Log on to www.ANTIRAGGING.in or www.AMANMOVEMENT.org.
Click on the button called – Online affidavits.

Step 2: Fill in the information as desired and submit the completed form.

Step 3: On successful completion, you will receive affidavits, both for Students and Parents, through E mail.

Step 4: Need to create an email id before you log in. In case if your parents do not have an e-mail/Mobile/ Landline Phone number you can give the details of those whom you trust. If you make a mistake while submitting the form you can start afresh and submit the information again. Providing correct details is the pre-requisite for effective redressal of complaints to the office of the Dean/Principal/Director related to ragging for necessary filing of records and facilitate easy retrieval of the same.

Step 5: Take a print out of the document and get it signed by the students and parents and submit the same.



Principal

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SC/ST Grievance Redressal Policy

About SC/ST Grievance Redressal Committee

Grievances Redressal Committee for SC/ST is formed in SMBT Ayurved College and Hospital, in order to claim accountability, responsiveness, user-friendliness and healthy working atmosphere amongst staff, students & parents. This Committee helps Students as well as employees to record their complaints and solve their problems related to academics, resources and personal grievances.

Guideline of the Committee

1. Encouraging the SCs/STs employee/student to express their grievances freely and frankly without any fear of being victimized.
2. To entertain written and signed complaints and petitions of SCs/STs students/staff in respect of matters directly affecting them individually or as a group.
3. To enquire into the grievances, and make recommendations and report the concerned authorities.
4. To monitor the progress of disposal of the grievance.
5. To ensure disposal of grievances within the time frame. If unsolved within the time frame the chairman of the committee will report to the university SC/ST Grievance Redressal cell.
6. To deal with every grievance in a fair manner.
7. To collect the feedbacks from the complainant.




PRINCIPAL
Principal
S.M.B.T. Ayurved College & Hospital
Nandihills, Dhamangaon-Ghoti, Tal. Igatpuri, Nashik-422403

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Date :2/1/2023

SC ST GRIEVANCE REDRESSAL COMMITTEE 2023

Sr. no	Name	Post
1	Dr. Bhabad Pradeep	Head of Committee
2	Dr. Nitin Gaikwad	Secretary
3	Dr. Wankhade Rajesh	Member
4	Dr. Badhe Shilpa	Member
5	Mr. Sudhir Gophane	Member
6	Mr. Lav Salve	Member
7	Mr. Batur Shubham (Student)	Member




Principal
Principal
S.M.B.T. Ayurved College & Hospital
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Date :1/1/2022

SC ST GRIEVANCE REDRESSAL COMMITTEE 2022

Sr. no	Name	Post
1	Dr. Bhabad Pradeep	Head of Committee
2	Dr. Nitin Gaikwad	Secretary
3	Dr. Wankhade Rajesh	Member
4	Dr. Badhe Shilpa	Member
5	Mr. Sudhir Gophane	Member
6	Mr. Lav Salve	Member
7	Mr. Parashar Bhoje (Student)	Member



Principal
Principal

S.M.B.T. Ayurved College & Hospital
Nandi-Hills, Dhamangaon, Tal. Igatpuri, Dist. Nashik.



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Ref No. 536/SMBT/05/SS/UG/SCC/583/2022

Date:- 07/12/2022

To,

The Registrar,

Maharashtra University Of Health Sciences,

Nashik.

Sub:- Constitution of College Student Council.

Ref:- Your letter No. MUHS/SW/Sports/1376/2022, Date:-21.11.2022

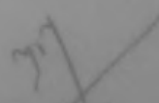
Respected Sir,

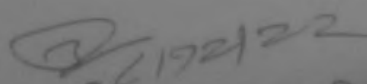
With reference to above cited subject, we had formed the college student council and forwarding the all particulars of the secretary of the council in the prescribed format (Annexure- I&II)

Kindly accept the same

Thanking you.




Principal
Principal
S.M.B.T. Ayurved College & Hospital
Nandi-Hills Dhamangaon Tal. Igatpur Dist. Nashik.


02/12/22
महाराष्ट्र आरोग्य विज्ञान विद्यापीठ
महाराष्ट्र, वणी-विहोरी रोड, नाशिक - 422 004



MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK

Name of the college: **S.M.B.T. AYURVED COLLEGE & HOSPITAL,**
Nandihills, Dhamangaon, Tal. Igatpur, Dist. Nashik

STUDENT COUNCIL - 2022-23

(a)	Dean / Principal – (Chairman)	Name : Dr. Pradeep R. Bhabad Mobile No. : 9011067102 E-mail : smbtayurved@gmail.com																										
(b)	One teacher nominated by the Dean / Principal (Member)	Name : Dr. Rajesh T. Wankhade Mobile No. : 7972257012 E-mail : rajeshwankhade30@gmail.com																										
(c)	Program Officer of NSS – (Member) (if available)	Name : Dr. Sakshi P. Waghmare Mobile No. : 9664344424 E-mail : drsakshiwaghmare@gmail.com																										
(d)	Director Sports / Physical Education Instructor (Member)	Name : Dr. Yogesh Shewale Mobile No. : 8668243454 E-mail : yogeshshewale007@gmail.com																										
(e)	Officer in charge of Cultural activities – (Member)	Name : Dr. Roshan S. Dhale Mobile No. : 9405674444 E-mail : Ross12121992@gmail.com																										
(f)	One student of each class (UG/PG) nominated by the Dean/ Principal provided that the principal – (Member) (Provide that the principal shall nominate student under clause (f) who is engaged in full – time studies / training in the college and have secured highest number of marks in the preceding annual examination.)	i) 1 st year : Miss. Swapnali Bhoite ii) 2 nd Year : Miss. Leenakshi Patil iii) 3 rd Year : - iv) Final Year : Miss. Gunjan Choudhary v) PG : Miss. Vaishnavi Shete																										
(g)	Two Male and Two Female students nominated by the Dean / Principal, who has shown outstanding performance, from each of the following activities: i) Sports ii) National Service Scheme iii) National Cadet Corps iv) Cultural Activities v) Research or other extra-curricular activities (total 10 students only)	<table border="1"><thead><tr><th>Activity</th><th>Name of Student</th><th>Year</th></tr></thead><tbody><tr><td rowspan="2">Sports</td><td>1) Mr. Pavankumar Bajgire</td><td>4th Yr</td></tr><tr><td>2) Miss. Vaishnavi Kore</td><td>4th Yr</td></tr><tr><td rowspan="2">NSS</td><td>1) Mr. Rohan More</td><td>2nd Yr</td></tr><tr><td>2) Miss. Pranali Sudake</td><td>1st Yr</td></tr><tr><td>NCC</td><td>-</td><td>-</td></tr><tr><td rowspan="2">Cultural</td><td>1) Miss. Snehal Surwade</td><td>4th Yr</td></tr><tr><td>2) Mr. Krushnakamal Sonkusare</td><td>4th Yr</td></tr><tr><td rowspan="2">Research</td><td>1) Miss. Saniya Ingle</td><td>4th Yr</td></tr><tr><td>2) Mr. Ajinkya Ghorpade</td><td>4th Yr</td></tr></tbody></table>	Activity	Name of Student	Year	Sports	1) Mr. Pavankumar Bajgire	4 th Yr	2) Miss. Vaishnavi Kore	4 th Yr	NSS	1) Mr. Rohan More	2 nd Yr	2) Miss. Pranali Sudake	1 st Yr	NCC	-	-	Cultural	1) Miss. Snehal Surwade	4 th Yr	2) Mr. Krushnakamal Sonkusare	4 th Yr	Research	1) Miss. Saniya Ingle	4 th Yr	2) Mr. Ajinkya Ghorpade	4 th Yr
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	2) Mr. Ajinkya Ghorpade	4 th Yr																										
Provided that, one male and one female students out of the four shall be belonging from the scheduled castes/ scheduled tribes/ Vimukta Jatis/ nomadic tribes/ other backward classes.																												
Name of the student Secretary Mr. Pavankumar Bajgire (Elected from amongst student members other than the students of first year, internees and PG elected from among the student members by the council)																												

Date: 03/12/2022
Place: Dhamangaon



Principal
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