



Ref No: UIMS/ICC/2024/11659

Dated: 30.04.2024

**OFFICE ORDER**

**INTERNAL COMPLAINT COMMITTEE / LOCAL COMMITTEE / INTERNAL 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) **Dr. Shweta Mishra** - Presiding Officer  
Professor, Bio Chemistry, UIMS  
(Mobile No. 9838777289)  
(email id [shwetamishra30@rediffmail.com](mailto:shwetamishra30@rediffmail.com))
- (b) **Dr. Nandlal Kumar** - Faculty Member  
Assistant Professor, Microbiology, UIMS  
(Mobile No. 9852071745)  
(email id [nandlaldmc2k5@gmail.com](mailto:nandlaldmc2k5@gmail.com))
- (c) **Dr. Susan Maria** - Faculty Member  
Assistant Professor, Pathology, UIMS  
(Mobile No. 9980608455)  
(email id [drsusan2012@gmail.com](mailto:drsusan2012@gmail.com))
- (d) **Ms. Aasha Lata** - Non-teaching Member  
Nursing Superintendent, United Medicity  
(Mobile No. 8810333040)  
(email id [asha.arnav10@gmail.com](mailto:asha.arnav10@gmail.com))
- (e) **Mr. Brhammanand Jaiswal** - Non-teaching Member  
HR Head, UIMS  
(Mobile No. 7974818099)  
(email id [hr@unitedmedicity.com](mailto:hr@unitedmedicity.com))

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

Principal

United Institute of Medical Sciences  
Prayagraj

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

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.

  
Principal  
United Institute of Medical Sciences,  
Prayagraj  
  
Dr. Mangal Singh  
Principal  
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.