



Hygia Institute of Pharmacy

Sitapur-Hardoi Bypass Road, Prabandh Nagar, Ghaila Road,

Details of Genders sensitization cell

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| Name of the Chairperson Email: Phone No.: | Mrs.Richa Tripathi richatrpth527@gmail.com 7526072221 |
| No. of activity in a year (workshop/guest/Yes orientation) report to be enclosed | Orientation |
| No of meeting in a year. | 3 |
| Case reported in previous years | NIL |
| If yes, status of the case(Pending/Closed) | NA |

Copy of the orders for having constituted the committee as per SAKSHAM guidelines and minutes of meeting to be attached in pdf format.

Signature of Head of the Institution



Minutes of Meeting

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| NAME OF COMMITTEE | Gender Sensitization |
| TYPE OF MEETING | EXECUTIVE COMMITTEE/GENERAL BODY |
| RECORDER | Director |
| TIME | 11:30 AM |
| VENUE | Director Office |
| MEETING AGENDA | Formation of committee |
| NAME OF FACULTY | As per the attached attendance sheet (Annexure-I) |
| ATTENDEES & APOLOGIES | As per the attached attendance sheet (Annexure-II) |

MINUTES & DECISIONS

A meeting of all the staff members of the HIOP was scheduled on 21 sep 2022 and was presided over by Dr. JN Pandit , Director, Hygia Institute of Pharmacy, Lucknow.

Following Staff members attended the meeting:

1. Dr.Aleza Rizvi
2. Dr. Hardesh Kumar Maurya
3. Dr.Sanjay Kumar
4. Ashmun Nisha
5. Mrs.Richa Tripathi
6. Ms. Naincy Gupta
7. Salahuddin
8. Mr.Rishabh Singh
9. Mrs.Bhagyashree Goswami
10. Mr.Wasim Akhtar
11. Ms.Pragya Shukla
12. Ms.Pallavi Mishra
13. Mr.Jitendra Shukla
14. Harshit Srivastava
15. Chandani Nigam
16. Salahuddin
17. Preety Gautam

At the outset, the undersigned welcomed all the staff members to the meeting of the current academic year.

Duties and Responsibilities:

- To examine all grievance letters received from the women staff / students regarding the sexual harassment on opening the college.
- To examine and investigate on each complaint received from the women staff / students by collecting the required information / data from connected people.
- To give feedback to the women staff / students concerned / to find solution for their grievances.
- The committee will record such grievances received from the women staff / students, in a separate register maintained exclusively for this purpose. The reply given by the committee to the women staff / students for grievance should also be recorded in the register.
- The Committee should find suitable solutions to settle the problems faced by the women staff /

students in regard to matters relating to sexual harassment within 10 days' after thorough investigation.

Then following points were discussed:

- Cell shall organize programmes for the gender sensitization on the campus community through workshops, seminars, posters, film shows, debates, skits etc., upon opening the college.
- Cell shall conduct at least one major activity per semester involving large sections of the college.
- Director asked all the cell members to advise the young female students regarding taking measures for their own security.
- The students shall be provided numbers of cell members.
- The meeting concluded with best wishes from Director, who also assured all the support.
- The meeting was adjourned by 12:30 P.M with the vote of thank

Formation of Gender Sensitization Cell:

Following faculties have been given charges:

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|----|----------------------------|------------------|------------|----------------------------|
| 1. | Mrs. Richa Tripathi | Chairperson | 7526072221 | richatrpth527@gmail.com |
| 2. | Ms.Naincy | Vice Chairman | 8299818702 | naincy.05@gmail.com |
| 3. | Mrs.Bhagyashree Goswami | Member | 8696333636 | shreegoswami9@gmail.com |
| 4. | Ms.Pallavi Mishra | Member | 6387179022 | Pallavipharma300@gmail.com |
| 5. | Mr.Waseem Akhtar | Member | 7318571889 | wasimakhtar07@gmail.com |
| 6. | Mr.Salahuddin | Member | 6388181592 | Salahuddinazmi90@gmail.com |


Committee Head
(Name & Signature)


Director