



SS INSTITUTE OF PHARMACY

(A unit of VS Educational & Charitable Trust)

Approved by Tamilnadu Government & Pharmacy Council of India, New Delhi.
Affiliated to the Tamilnadu Dr. MGR Medical University
and The Directorate of Medical Education, Chennai.

INTERNAL COMPLAINTS COMMITTEE (ICC)



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S.No	Date	Title of the event	No of beneficiaries
2024-2025			
1	8/1/2025	Be united, stop harassing	60
2023-2024			
2	19/4/2024	Say no to harassment	50



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ACADEMIC YEAR
2023-2024



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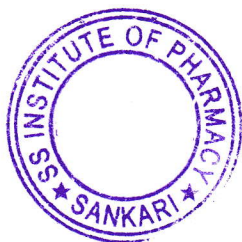
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DATE: 17.09.2024

INTERNAL COMPLAINT COMMITTEE

The following members will form the Internal Complaint Committee of SS Institute of pharmacy for the academic year 2024-2025.":

Position	Name	Designation
Internal member	Mrs.C.KALAISELVI	Professor,HOD/Pharmaceutics
Internal member	Mrs.K.SOWNDARYA	Associate professor
Internal member	Mrs.M.VANITHA	Associate professor
Internal member	Mrs.P.NANDHITHA	Assistant professor
Student representative	Ms.E.UMASHANKARI	Student
Student representative	Ms.S.LAKSHMI	Student
Student representative	Ms.J.MANISHA	Student



PRINCIPAL
SS INSTITUTE OF PHARMACY,
KUPPANUR (PO), SANKARI (TK),
SALEM - 637301



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DATE: 06.12.2024

MINUTES OF THE MEETING

The following were the proceeding of the meeting:

During the discussion on the functioning of the Internal Complaint Committee, the following key resolutions were made:

- All concerns raised by students and faculty members will be communicated to the management through appropriate and established procedures.
- Strict confidentiality will be upheld in handling all matters to ensure privacy and trust.
- Any corrective or remedial actions implemented will be carefully designed to avoid any adverse effect on the academic progress or future opportunities of the students involved.
- Every faculty member and academic department will be given a fair platform to express their views and share concerns.

With these decisions in place, the meeting was formally concluded. The following members were present in the meeting.

Position	Name	DESIGNATION	SIGNATURE
Internal member	Mrs.C.KALAISELVI	Professor,HOD/Pharmaceutics	
Internal member	Mrs.K.SOWNDARYA	Associate professor	
Internal member	Mrs.M.VANITHA	Associate professor	
Internal member	Mrs.P.NANDHITHA	Assistant professor	
Student representative	Ms.N.ANUSHYA	Student	
Student representative	Ms.M.DEEPASREE	Student	
Student representative	Ms.S.ANBUSELVI	Student	



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DATE: 07.12.2024

INTERNAL COMPLAINT COMMITTEE

Action taken Report

The ICC meeting was conducted on 06.12.2024 at principal office to discuss about any issues (Personal and academic related)

Members present:

Position	Name	Designation
Internal member	Mrs.C.KALAISELVI	Professor,HOD/Pharmaceutics
Internal member	Mrs.K.SOWNDARYA	Assistant professor
Internal member	Mrs.M.VANITHA	Assistant professor
Internal member	Mrs.P.NANDHITHA	Assistant professor
Student representative	Ms.N.ANUSHYA	Student
Student representative	Ms.M.DEEPASREE	Student
Student representative	Ms.S.ANBUSELVI	Student

Since there is no complaints were reported by the students, committee concludes that they are not facing any issues inside the campus



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NH-544, Kuppanur (Po), Sankari (Tk), Salem (Dt) - 637 301, Tamilnadu, India.

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REQUISITION LETTER

Date: 12/4/2024

From

Mrs.K.Sowndharya

Associate Professor

SS Institute of Pharmacy,

Sankari-637301.

To

The Principal,

SS Institute of Pharmacy,

Sankari- 637301.

Respected Sir,

**Sub: Requesting Permission to Conduct Say no to harassment event organised
by Internal complaints committee- Reg**

I am writing this letter on the behalf of our SS Institute of Pharmacy seeking permission to organize a program on “Say no to harassment” on 19/4/2024 by Internal complaints committee at our college. So, I kindly request you to grant me permission for organizing the program and provide the needful for the same.

Thanking You

Yours Faithfully

(Mrs.K.Sowndharya)



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Date:16/4/2024

Circular

This is to inform that our SS Institute of Pharmacy has planned to organize the program “Say no to harassment” on 19/4/2024 by Internal complaints committee at our College premises. We request students participate and may take part in this event.

Mrs.K.Sowndharya
Associate Professor

Principal

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Copy to:

Main Notice Board

IQAC

Class Room Notice Board





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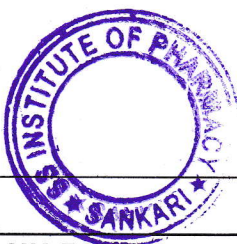
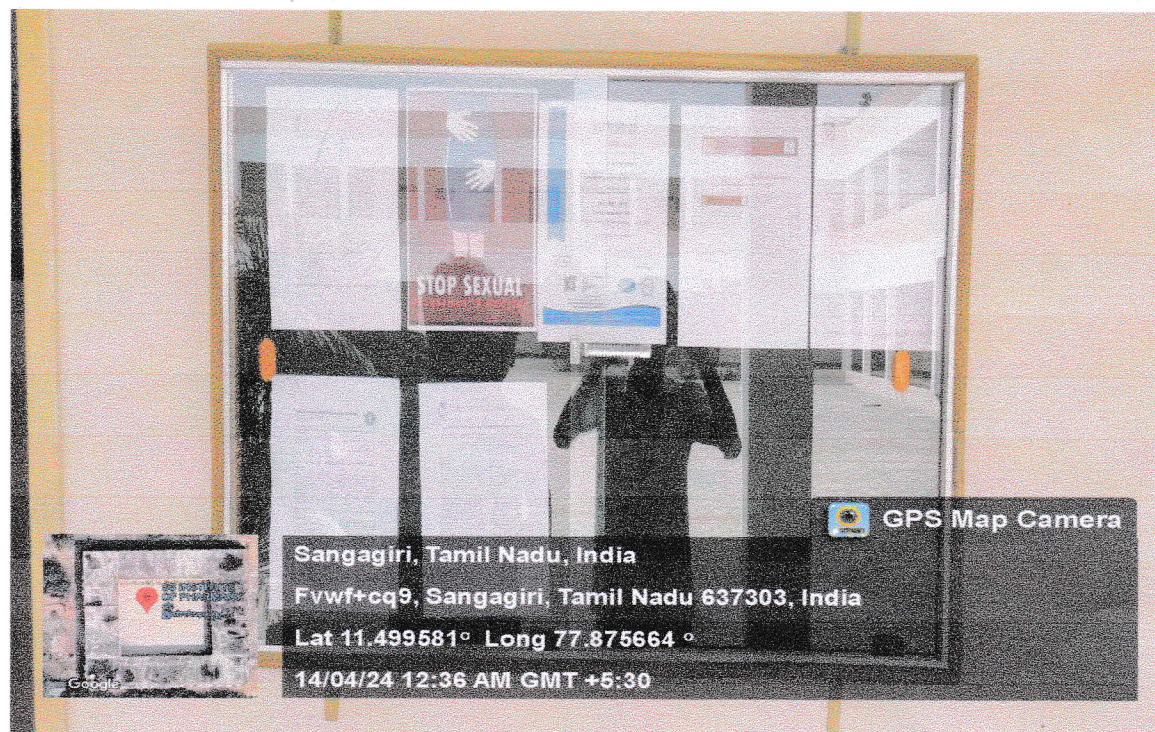
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EVENT REPORT

Date of the Event : 19/4/2024
Title of the Event : Say no to harassment
No of Students : 50
Participated

Images with Geo Tag



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KUPPANUR (PO), SANKARI (TK)
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Sangagiri, Tamil Nadu, India

Fvwt+cq9, Sangagiri, Tamil Nadu 637303, India

Lat 11.499581° Long 77.875664 °

19/04/24 12:36 AM GMT +5:30

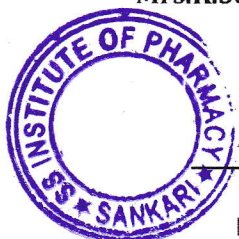
GPS Map Camera

Summary of the Event

On 19th April 2024, the Internal Complaints Committee organized an awareness program titled "Say No to Harassment" to promote a safe and respectful environment. The session was led by Mrs. K. Sowndharya, Associate Professor, who emphasized the importance of recognizing, preventing, and reporting harassment in all forms. The event aimed to educate participants on their rights and the mechanisms available for redressal. A total of 50 participants attended and actively engaged in the discussion. The program concluded with a strong message encouraging individuals to stand against harassment and support a culture of dignity and equality.

Event Coordinator

Mrs.K.Sowndharya



Principal
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