



# **J.K.K.MUNIRAJAH MEDICAL RESEARCH FOUNDATION'S ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY**

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## **CRITERION 5 – CURRICULUM ASPECTS**

### **KEY INDICATOR: 5.1.4**

#### **5.1.4 THE INSTITUTION HAS A TRANSPARENT MECHANISM FOR TIMELY REDRESSAL OF STUDENT GRIEVANCES INCLUDING SEXUAL HARASSMENT AND RAGGING CASES.**

1. Implementation of guidelines of statutory/regulatory bodies
2. Organization wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

#### **NAAC DVV CLARIFICATION**

<b>METRIC</b>	<b>PARTICULARS</b>
<b>5.1.4</b>	<p><b><u>The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases</u></b></p> <ol style="list-style-type: none"><li>1. Implementation of guidelines of statutory/regulatory bodies</li><li>2. Organization wide awareness and undertakings on policies with zero tolerance</li><li>3. Mechanisms for submission of online/offline students' grievances.</li><li>4. Timely redressal of the grievances through appropriate committees</li></ol>

#### **HEI Input:**

All of the above

**Justification:** HEI request to **accept the same** as per the DVV suggestions to consider the input All the Above and the detail are uploaded as per the DVV queries.

<b>DVV CLARIFICATIONS</b>	<b>HEI RESPONSE</b>
<p>The HEI to provide the Minutes of the meetings/Report of grievances from the concerned committee for AY 2020-21 and 2021-22.</p> <p>The HEI to provide Minutes of the meetings/ Report of grievances committee.</p>	<p><b>Minutes of the meetings/Report of grievances from the concerned committee for AY 2020-21 and 2021-22 are attached.</b></p>
<p>The HEI must provide link to the HEI's Website which hosts the committees and the mechanism of redressal.</p>	<p><b>Link of Website which hosts the committees and the mechanism of redressal are provided.</b></p>
<p>HEI to provide Policy and other documents as available on the website as well as with the response.</p> <p>The Documents are to be signed by the principal.</p> <p>The HEI to also provide circular/web-link/ committee reports that justify the HEI claim in fulfillment of the objective of the metric.</p>	<p><b>The principal has signed both the website's documents and the ones included in the HEI response, and committee reports, circulars, and online links that support the HEI claim's compliance with the metric are attached.</b></p>
<p>Proof of constitution of Internal committees/Grievances Committee formation / other committees as per UGC norms to be provided with email/ contact numbers.</p>	<p><b>Proof of constitution of Internal committees/Grievances Committee formation / other committees as per UGC norms are provided with email/ contact numbers are provided.</b></p>
<p>The HEI website does not have neither the Grievance Committee details not the mechanism of redressal should be available as document and preferably hosted in the HEI's Website.</p>	<p><b>A document that is ideally placed on the HEI's website is made available with information on the Grievance Committee and its procedures.</b></p>

## HEI RESPONSE DOCUMENTS

S. NO	DESCRIPTION	LINK OF THE RELEVANT DOCUMENTS
<b>Certificate From The Principal</b>		<a href="#"><u>VIEW</u></a>
1.	<p>The HEI to provide the Minutes of the meetings/Report of grievances from the concerned committee for AY 2020-21 and 2021-22.</p> <p>The HEI to provide Minutes of the meetings/ Report of grievances committee</p>	<a href="#"><u>VIEW</u></a>
2.	<p>The HEI must provide link to the HEI's Website which hosts the committees and the mechanism of redressal.</p>	<a href="#"><u>VIEW</u></a>
3.	<p>HEI to provide Policy and other documents as available on the website as well as with the response.</p> <p>The Documents are to be signed by the principal.</p> <p>The HEI to also provide circular/web-link/ committee reports that justify the HEI claim in fulfillment of the objective of the metric.</p>	<a href="#"><u>VIEW</u></a>
4.	<p>Proof of constitution of Internal committees/Grievances Committee formation / other committees as per UGC norms to be provided with email/ contact numbers.</p>	<a href="#"><u>VIEW</u></a>
5.	<p>A document that is ideally placed on the HEI's website is made available with information on the Grievance Committee and its procedures</p>	<a href="#"><u>VIEW</u></a>