

### ANTI-RAGGING COMMITTEE

An Anti-Ragging Committee comprising following members is hereby constituted in PML SD Business School, Chandigarh as per the norms of AICTE.

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|--------------------------------|---|--|
| (a) Dr. K.L. Dhingra, Director | - | Head   |
| (b) Mr. Amarjit Singh, ASI     | - | Representative of Police Admn (as nominated by SHO, Police Station, Sector-34, Chandigarh) |
| (c) Ms. Shivani Mukherjee      | - | Member, Local Media Representative   |
| (d) Ms. Meera Sharma           | - | Member, NGO Representative (involved in youth activities)                                  |
| (e) Dr. Susheel Chhabra        | - | Member, Faculty (Professor)  |
| (f) Mr. Sanjeev Sharma         | - | Member, Parents' Representative  |
| (g) Mr. Abhinav Thakur         | - | Member, Students' Representative   |
| (h) Mr. Sukhjinder Singh       | - | Member, Administrative Officer   |

#### Role and Responsibilities

The Committee shall have the following role and responsibilities:

1. To uphold and comply with the directions of the Hon'ble Supreme Court and be vigilant on any acts amounting to ragging;
2. To publicize to all students and prevalent directives and the actions that can be taken against those indulging in ragging;
3. To consider the complaints received from the students and conduct enquiry and submit report to the competent authority;
4. Oversee the procedure of obtaining undertaking from the students in accordance with the provisions;
5. Conduct workshops against ragging menace and orient the students;
6. To provide students the information pertaining to the person(s) identified to receive complaints/distress calls;
7. To offer services of counselling and create awareness to the students;
8. To take all necessary measures for prevention of Ragging inside the Campus/ Hostels.

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Director

### ANTI-RAGGING SQUAD

An Anti-Ragging Squad comprising the following members is hereby constituted in PML SD Business School, Chandigarh as per the norms of AICTE.

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|------------------------------------|---|----------|
| (a) Dr. Susheel Chhabra, Professor | - | Chairman |
| (b) Ms. Richa Sharma, Asst. Prof.  | - | Member   |
| (c) Mr. Karan Dhaliwal, Student    | - | Member   |
| (d) Ms. Kirti Jatyan, Student      | - | Member   |

#### Role and Responsibilities

The Squad shall have the following role and responsibilities:

- The squad will be maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times.
- d) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on classrooms, canteens, parking area and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.
- It shall also conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be.
- It shall also inform the Head of the Institution about the details of an incident of ragging immediately when it comes to the knowledge of the squad.

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Director

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### STUDENT GRIEVANCE REDRESSAL COMMITTEE

A Student Grievance Redressal Committee comprising following members is hereby constituted in PML SD Business School, Chandigarh as per AICTE norms.

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|------------------------------------|---|----------|
| (a) Dr. K.L. Dhingra, Director     | - | Chairman |
| (b) Dr. Susheel Chhabra, Professor | - | Member   |
| (c) Ms. Aarushi Sharma, Student    | - | Member   |

### Role and Responsibilities

The Committee shall have the following role and responsibilities:

- To enquire the grievances and suggest the final action to be initiated at the institutional level for the redressal of the same.
- To provide a support system for the students to address their grievances.
- To initiate proactive measures to redress the grievances of the students.
- To analyze the complaints and representations of aggrieved students and to take action with the appropriate authorities for redressal.
- To get suggestions periodically from the students for improvement.

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Director



### SC / ST COMMITTEE

As per AICTE guidelines, a committee is hereby constituted in PML SD Business School, Chandigarh for prevention of atrocities against SC/ST students.

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|--------------------------------|---|---------------|
| (a) Dr. K.L. Dhingra, Director | - | Chairman      |
| (b) Dr. Susheel Chhabra        | - | Member        |
| (c) Ms. Anindita Kahlon        | - | Member        |
| (d) SC Representative (Male)   | - | Not Available |
| (e) SC Representative (Female) | - | Not Available |

### Role and Responsibilities

The Committee shall have the following role and responsibilities:

- The Committee shall redress a grievance of the students in this regard.
- The Committee will suggest measures to prevent atrocities, if any, against the members of SC/ST students in our B-School.
- The Committee will ensure feel of security amongst them as per the provisions in the said Act.

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Director

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### INTERNAL COMPLAINT COMMITTEE

An Internal Complaint Committee comprising following members is hereby constituted in PML SD Business School, Chandigarh as per of AICTE norms.

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|-----------------------------------|---|-------------------|
| (a) Dr. K.L. Dhingra              | - | Chairman          |
| (b) Ms. Richa Sharma, Asst. Prof. | - | Presiding Officer |
| (c) Ms. Neha Sohal, Staff         | - | Member            |
| (d) Ms. Anindita Kahlon           | - | Member            |
| (e) Ms. Uditi Moudgil, Student    | - | Member            |
| (f) Ms. Appala Verma, Student     | - | Member            |
| (g) Mr. Karan Singla, Student     | - | Member            |
| (h) Ms. Anindita Kahlon           | - | Member            |

#### Role and Responsibilities

The Committee shall have the following role and responsibilities:

- Providing protection to women against sexual harassment at the workplace;
- To provide a redressal mechanism for complaints relating to sexual harassment at the workplace;
- To enquire into the reported cases and submit the report to the competent authority.

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Director

## INTERNAL QUALITY ASSURANCE CELL

An Internal Quality Assurance Cell comprising following members is hereby constituted in PML SD Business School, Chandigarh as per of AICTE requirements:

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|---|---|----------|
| (a) Dr. K.L. Dhingra, Director          | - | Chairman |
| (b) Dr. Susheel Chhabra, Professor      | - | Member   |
| (c) Dr. Anuradha Thakur, Asstt. Prof.   | - | Member   |
| (d) Ms. Richa Sharma, Asst. Prof.       | - | Member   |
| (e) Mr. Sukhjinder Singh, Admin Officer | - | Member   |

### Role and Responsibilities

- Development and implementation of quality benchmarks/parameters for various academic and administrative activities of the institution.
- Development of Quality Culture in the institution and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Conducting internal Academic as well as Administrative Audits.
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Dissemination of information on various quality parameters of higher education.
- Organization of inter and intra institutional workshops, seminars on quality related themes.
- Documentation of the various programmes/activities leading to quality improvement and maintenance of institutional database for the purpose of maintaining /enhancing the institutional quality.
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

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Director