

SFC INSTITUTE OF PHARMACY

(Affiliated to P.C.I., A.I.C.T.E. & P.S.B.T.E.)

V.P.O. JALALABAD (EAST), Jalandhar Road, Moga-142042

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Ref. No. SFC/Pharma/2412

Dated 02/07/25

NOTICE

Constitution of Internal Complaint Committee (ICC)

In order to address internal complaints and grievances pertaining to academic, administrative, interpersonal, and other internal institutional matters, the **Internal Complaint Committee (ICC)** is hereby constituted at **SFC Institute of Pharmacy, Moga** for the academic year 2025-26.

This committee will function as an institutional-level mechanism to ensure fairness, transparency, and resolution of complaints lodged by students, faculty, or staff members.

Objectives of the Committee:

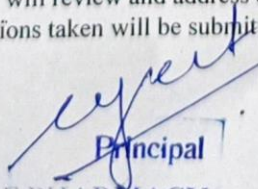
- To address complaints and disputes related to academics, discipline, behavior, or administrative functioning.
- To maintain a healthy and harmonious environment within the institute.
- To provide a structured and timely redressal mechanism for internal grievances.

Composition of the Internal Complaint Committee (ICC):

S. No.	Name	Designation	Role in Committee
1.	Dr. Rajendra Chouksey	Principal	Chairperson
2.	Dr. Kamal Jeet	HOD	Secretary
3.	Mr. Ravi Kumar	Assistant Professor	Member
4.	Mr. Dharampal Nishad	Administrative Officer	Member
5.	Ms. Arshpreet Kaur	Female Faculty Representative	Member
6.	Mr. Sukhpreet Singh	Student Representative (D.Pharm II Year)	Member
7.	Ms. Dharampreet Singh	Student Representative (D.Pharm I Year)	Member

Complaint Submission & Redressal Procedure:

- Complaints can be submitted in writing through the application or via email: sfcpharmacy2018@gmail.com
- The committee will review and address complaints in a fair and confidential manner.
- A report on actions taken will be submitted to the Chairperson periodically.


Principal
SFC Institute of Pharmacy, Moga
JALALABAD (EAST) (Moga)