



SHRI GAURI SHANKAR MEDICAL COLLEGE & HOSPITAL

Run By:- Himalaya Educational Trust
Email Id:- sgsmch.dhanarua@gmail.com
Awdhara, Pavery, Dhanarua, Patna - 804451
Contact: 9334767990, 9304637349

Ref: SGSMCH/C/01/GIHC/26

Date: 14/02/2026

OFFICE ORDER

INTERIM GENDER HARASSMENT COMMITTEE

Constitution of the Committee

In order to ensure a safe, secure, inclusive, and gender-sensitive environment for all students, faculty members, residents, interns, nursing staff, administrative personnel, contractual employees, patients, attendants, and visitors, and pending the constitution of a regular committee, an Interim Gender Harassment Committee (IGHC) is hereby constituted with immediate effect.

The Scope

The Committee shall deal with matters relating to gender-based harassment, discrimination, intimidation, victimization, bullying, or any unwelcome conduct based on gender occurring within the institution or arising out of activities connected with the institution, including but not limited to:

1. Classrooms, laboratories, departments, libraries, hostels, offices, and hospital premises.
2. Academic, clinical, administrative, cultural, sports, and extracurricular activities organized by the institution.
3. Field visits, outreach camps, conferences, seminars, workshops, and educational tours conducted under the aegis of the institution.
4. Online or virtual platforms used for academic, professional, or institutional purposes.
5. Complaints involving students, faculty members, residents, interns, employees, contractual staff, patients, attendants, and visitors.

Roles and Responsibilities of the Committee

1. To receive and address complaints relating to gender-based harassment and discrimination within the institution.


Director 14/02/26
Shri Gauri Shankar Medical College & Hospital
Dhanarua, Patna

2. To conduct preliminary inquiries and recommend appropriate action to the Competent Authority.
3. To promote awareness, gender sensitization, and a safe working and learning environment.
4. To maintain confidentiality of complaints and proceedings.
5. To advise the institution on measures for prevention of gender harassment and promotion of gender equality.

Tenure

The Interim Gender Harassment Committee shall remain in force from the date of its constitution until a regular Gender Harassment Committee/Internal Complaints Committee is constituted by the Competent Authority or until further orders, whichever is earlier.

CHAIRPERSON & MEMBERS

S.no.	NAME	DESIGNATION	SIGNATURE
1.	Prof. (Dr.) Changani Mohit Professor, Department of Anatomy	Chairperson	Dr. Mohit Changani
2.	Prof. (Dr.) Manisha Baghel Professor, Department of Biochemistry	Member	manisha Baghel
3.	Prof. (Dr.) Wajahat Mikhdad Thingna Professor, Department of Microbiology	Member	Wajahat Thingna
4.	Dr. Zainab Zuber Panwala Senior Resident, Department of Psychiatry	Member	Zainab
5.	Ms. Suruchi, Assistant Professor, Himalaya Law College	Member	Suruchi
6.	Ravi Ranjan Kumar Hospital manager, Shri Gauri Shankar Medical College & Hospital	Member	Ravi Ranjan
7.	Babloo Kumar Boy Warder, Shri Gauri Shankar Medical College & Hospital	Member	Bablu Kumar
8.	Aarti Rani Girl warder, Shri Gauri Shankar Medical College & Hospital	Member	Aarti Rani


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INTERIM GENDER HARASSMENT COMMITTEE MINUTES OF THE MEETING

Agenda

1. Introduction of the Interim Gender Harassment Committee.
2. Delineation of roles and responsibilities of committee members.
3. Establishment of procedures for prevention, reporting, and redressal of gender harassment complaints.
4. Planning of awareness and sensitization activities.

Proceedings

The meeting commenced with the welcome address by the Chairperson. The Chair informed the members that the Interim Gender Harassment Committee has been constituted to ensure a safe, secure, and gender-sensitive environment within the institution until the regular committee is formally established.

After detailed deliberations, the following resolutions were adopted:

1. The Committee resolved to receive, examine, and facilitate the redressal of complaints relating to gender harassment in a fair, confidential, and time-bound manner.
2. Members were assigned specific responsibilities relating to complaint handling, awareness activities, record maintenance, and coordination with institutional authorities.
3. It was decided that all complaints received shall be treated with strict confidentiality and dealt with in accordance with the principles of natural justice.

4. The Committee resolved to conduct orientation and sensitization programmes for students, faculty, residents, nursing staff, and non-teaching employees regarding gender equality, respectful conduct, and grievance redressal mechanisms.
5. Information regarding the constitution of the Committee, contact details of members, and complaint submission procedures shall be displayed prominently on institutional notice boards and the website.
6. The Committee resolved to meet periodically to review the status of complaints, preventive measures, and awareness initiatives.
7. The members reaffirmed the institution's commitment to maintaining a campus and workplace free from gender-based discrimination, harassment, intimidation, and retaliation.

Conclusion

There being no other agenda item, the meeting concluded with a vote of thanks to the Chair.

Wajahat
Zhangna

Sureshi

Ran Ran

Bablu Kumar

Ashu K

Zanaib

manisha
Baghel

