ORDER

Ref. No.: IPS/COL/2026/5624 Date: 01-07-2026

Subject:- Constitution of Committees for Student Well-Being, Anti-Ragging, Grievance Redressal and Institutional Support.

In order to ensure a safe, inclusive, supportive and student-friendly academic environment in the institution, and in compliance with the applicable guidelines of the University Grants Commission (UGC), Bar Council of India (BCI) and Devi Ahilya Vishwavidyalaya (DAVV), the following committees are hereby constituted with immediate effect:

1. Student Well-Being Committee

Functions: To promote students' physical, mental, emotional and social well-being, organize awareness programmes, counselling sessions and activities for a healthy academic environment.

2. Anti-Ragging Committee

Functions: To prevent and prohibit ragging in all forms, create awareness among students, monitor campus activities and take appropriate action in accordance with UGC Anti-Ragging Regulations.

3. Grievance Redressal Committee

Functions: To receive and address grievances of students relating to academic matters, examination, administration, facilities, discrimination and other institutional issues in a fair, transparent and time-bound manner.

4. Institutional Support Committee

Functions: To provide necessary institutional support to students, facilitate academic guidance, mentoring, scholarships, student welfare activities, career counselling and assistance in addressing students' academic and personal difficulties.

General Instructions:

- All committees shall perform their duties sincerely and ensure effective implementation of the assigned responsibilities.
- The committees shall conduct regular meetings and maintain proper minutes and records.
- All complaints and matters shall be handled confidentially, fairly and without discrimination.
- The committees shall submit periodic reports of their activities and recommendations to the Principal.
- All faculty members, staff and students are directed to extend their cooperation to the respective committees.
- This Office Order shall come into force with immediate effect and shall remain valid until further orders.

Dr. Sarita Dehariya Mehra
Principal
IPS Academy College of Law, Sanwer, Indore

PRINCIPAL
IPS ACADEMY
COLLEGE OF LAW, SANWER

Copy to:

- The President, IPS Academy, Indore – for kind information.
- Office Record.

OFFICE ORDER

Order No : 491 Date : 1-July-2026

Subject: Appointment of Mr. Vikas Chaturvedi as Nodal Officer for Student Well-Being, Anti-Ragging, Grievance Redressal and Institutional Support.

In the interest of the institution and for the effective implementation of student welfare initiatives, it is hereby ordered that Mr. **Vikas Chaturvedi is appointed as the Nodal Officer** for Student Well-Being, Anti-Ragging, Grievance Redressal and Institutional Support at IPS Academy College of Law, Sanwer, Indore, with immediate effect.

He shall be responsible for the following duties:

1. Student Well-Being: To promote students' physical, emotional and psychological well-being and coordinate student welfare activities.
2. Anti-Ragging: To ensure effective implementation of UGC and Bar Council of India anti-ragging guidelines and coordinate anti-ragging awareness programmes.
3. Grievance Redressal: To receive, monitor and coordinate the timely resolution of student grievances while maintaining proper records and confidentiality.
4. Institutional Support: To coordinate with the Principal, faculty members and relevant committees to provide necessary institutional support to students.
5. Awareness and Reporting: To organize awareness programmes, maintain relevant documentation and submit periodic reports to the Principal regarding the activities undertaken.

He shall discharge these responsibilities diligently and ensure compliance with the applicable UGC, BCI and institutional guidelines.

This order shall come into force with immediate effect and remain valid until further orders.

Principal
Dr. Sarita Dehariya Mehra
IPS Academy College of Law, Sanwer, Indore

PRINCIPAL
IPS ACADEMY
COLLEGE OF LAW, SANWER

Copy to:

- The President, IPS Academy, Indore – for information.
- Mr. Vikas Chaturvedi – for compliance.
- Administrative Office – for record. Office Copy.

IPS ACADEMY COLLEGE OF LAW, SANWER, INDORE (M.P.)

Affiliated – BCI,Devi Ahilya Vishwavidyalaya, Indore

Ref: IPSA/COL/COM-2/2026-27 **Date: 01/07/2026**

Anti-Ragging Committee is constituted to make decisions regarding ragging related reports in the IPS ACADEMY, SANWER premises. Committee shall ensure all actions to prohibit, prevent and discourage of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.

Composition of Anti-Ragging Committee (ARC):

S. No.	Name of Member	Designation	Position	Mobile Number
1	**Dr. Sarita Dehariya Mehra**	Principal	Chairperson	9522215190
2	**Shri H.S. Vishwakarma**	SDO (Revenue)	Member Representative of District Administration	9926326218
3	**Mr. Sajal B Saxena**	Head of Department	Member	6262604161
4	**Mr. Vikas Chaturvedi**	Asst. Professor	Nodel Officer	9977773600
5	**Dr. Sapna Sharma**	Librarian	Member	6263117166
6	**Ms. Arti Porwal**	Asst. Professor	Member	7000714668
7	**Ms. Bhoomi Shukla**	Asst. Professor	Member	8815225812

IPS ACADEMY COLLEGE OF LAW, SANWER, INDORE (M.P.)

Affiliated – BCI,Devi Ahilya Vishwavidyalaya, Indore

Ref: IPSA/COL/COM-4/2026-27 **Date: 01/07/2026**

All the students enrolled at IPS Academy Campus-2, College of Law, Sanwer, Indore (M.P.) have the right to appeal any academic matter in which they feel that they have been treated unfairly. Examples of student problems: Disputes over Grades, Course Requirements, Faculty or Staff Conduct, Fines and Administrative Policies and Procedures. If any problem arises and is not resolved informally, students may file a grievance with the Student Grievance Redressal Committee (SGRC) of the College formed under circular ref. no. of BCI:D:2382/2024 Dated 22/11/2024. Any type of student complaint or problem may be presented to the IPS Academy, Sanwer for official review. The campus hearing body follows a set of formal procedures as per BCI Guidelines.

Any student who wish to file a grievance can submit it with relevant details to Student Grievance Redressal Committee (SGRC).

Composition of Student Grievance Redressal Committee (SGRC):

S. No.	Name of Member	Designation	Position	Mobile Number
1	**Dr. Sarita Dehariya Mehra**	Principal	Chair Person	9522215190
2	**Mr. Sajal B Saxena**	Head of Department	Member	6262604161
3	**Dr. Sapna Sharma**	Librarian	Member	6263117166
4	**Ms. Nupur Gautam**	Student	Student Representative	7828844155
5	**Ms. Chitralekha Dungarwal**	Student	Student Representative	9243303445
6	**Mr. Mohnish Panwar**	Student	Student Representative	9238693383
7	**Ms. Naina Solanki**	Advocate	External Member	7470410998
8	**Mr. Abhay Tiwari**	Administrative Officer	Member Secretary	9039538248
9	**Ms. Arti Porwal**	Asst. Professor	Member	7000714668

IPS ACADEMY COLLEGE OF LAW, SANWER, INDORE (M.P.)

Affiliated – BCI,Devi Ahilya Vishwavidyalaya, Indore

Composition of Sexual Harassment Redressal Committee (SHRC):

S. No.	Name of Member	Designation	Position	Mobile Number
1	**Dr. Sarita Dehariya Mehra**	Principal	Presiding Officer	9522215190
2	**Mr. Sajal B Saxena**	Head of Department	Member	6262604161
3	**Dr. Sapna Sharma**	Librarian	Member	6263117166
4	**Mr. Vikas Chaturvedi**	Asst. Professor	Nodel Officer	9977773600
5	**Ms. Naina Solanki**	Director NGO	Member	7470410998
6	**Ms. Bhoomi Shukla**	Asst. Professor	Member	8815225812

IPS ACADEMY COLLEGE OF LAW, SANWER, INDORE (M.P.)

Affiliated – BCI,Devi Ahilya Vishwavidyalaya, Indore

Ref: IPSA/COL/COM-3/2026-27 **Date: 01/07/2026**

With regard to the guidelines and norms as laid down by the Hon'ble Supreme Court of India to *ensure* the **prevention of sexual harassment at the work place** (Vishaka guidelines against Sexual harassment at workplace)and as per the circular issued by the UGC for establishing a permanent cell and the committee for preventing sexual harassment, violence against women and ragging in the Universities and Institutions, the committee for Sexual Harassment Redressal has been formulated in IPS Academy College of Law Sanwer, Indore Further, the committee will work as per the regulations issued vide the Gazette of India under the Sexual Harassment of working Women at Workplace (Prevention,Prohibition and Redressal) Act ,2013 and the Government Orders of the State Government of Madhya Pradesh issued from time to time for the said purpose.

The committee consists of two levels;

- Internal committee &
- External committee.

The Internal Committee consists of the Complaint Receiving Cell and the extended Committee includes member of the faculty and administrative staff. The member of the Internal committee (Complaint Receiving Cell) for the current academic session 2024-25 are:

IPS ACADEMY COLLEGE OF LAW, SANWER, INDORE (M.P.)

Affiliated – BCI,Devi Ahilya Vishwavidyalaya, Indore

Ref: IPSA/COL/COM-1/2026-27 **Date: 01/07/2026**

All the students enrolled at IPS Academy Campus-2, College of Law, Sanwer, Indore (M.P.) have the right to appeal any academic matter in which they feel that they have been treated unfairly. Examples of student problems: Disputes over Grades, Course Requirements, Faculty or Staff Conduct, Fines and Administrative Policies and Procedures.

If any problem arises and is not resolved informally, students may file a grievance with the Student Well-Being Committee of the College. Any type of student complaint or problem may be presented to the IPS Academy, Sanwer for official review. The campus hearing body follows a set of formal procedures as per UGC Guidelines. A Student Representative (Ombudsman) will assist students in presenting their case along with the guidance of the members of the committee as well. The deadlines for filing any kind of a grievance is the last day of the concerned semester, post the semester during which the incident has occurred. Decisions made by the IPS Academy college of Law are not appealable.

The IPS Academy college of Law does not lend itself to quick solutions, so a resolution at a lower level is always more desirable. Attempts at such a resolution are required before the committee will accept a case. Paperwork is available in the office.

Any student who wishes to file a grievance can contact the chairperson of College Student Well-Being Committee.

Composition of Student Well-Being Committee:

S. No.	Name of Member	Designation	Position	Mobile Number
1	**Dr. Sarita Dehariya Mehra**	Principal	Chairperson	9522215190
2	**Mr. Sajal B Saxena**	Head of Department	Member	6262604161
3	**Dr. Sapna Sharma**	Librarian	Member	6263117166
4	**Mr. Vikas Chaturvedi**	Asst. Professor	Nodel Officer	9977773600
5	**Mr. Supreet MOdi**	Asst. Professor	Member	9993748912