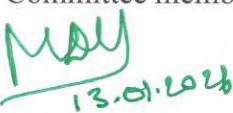
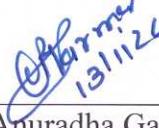
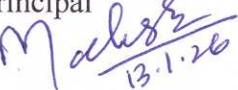




L. M. COLLEGE OF PHARMACY
(An Autonomous Institution)
STANDARD OPERATING PROCEDURE
FOR
WOMEN DEVELOPMENT CELL (LMCP/SOP/WDC/1.0)

| | |
|-----------------------------|---|
| SOP No: | LMCP/SOP/WDC/1.0 |
| Name of SOP | Women Development Cell (WDC) |
| Prepared by: | Name: Mr. Mittal Dalal Designation: Committee member, WDC Signature:  13.01.2026 |
| Reviewed by: | Name: Dr. Dharmishtha R. Parmar Designation: Chief Coordinator, Cell for Inclusivity on Campus Signature:  13/1/22 |
| Approved by: | Name: Dr. Anuradha Gajjar Designation: Co-ordinator; IQAC Signature:  |
| Issued by: | Name: Dr. Mahesh T. Chhabria Designation: Principal Signature:  13.1.26 |
| Responsibility for Updating | Women Development Cell Committee |
| Next revision due date | 31 st March 2027 |

1.0 Purpose:

To create awareness of the Women's Right and to empower Women.

2.0 Scope:

India is home to around 232 million individuals aged 15-24 years, who account for 19.15% of the country's population. Engaging with these young students is crucial to help them critically assess notions of masculinity and question prevailing gender inequities. We need to tap into the goodness and sense of justice of these young students, and give them tools for maintaining those gifts as they encounter people and experiences that are different from their own. We need to engage with these boys and girls to challenge and shift gender norms that contribute to girls and women having less worth, opportunities and decision-making ability than boys and men.

In order to promote gender equality, guaranteed by Article 15 of the Indian Constitution, we need to change the mode of interaction at all levels - home, school, workplace and so on. To increase the outreach for creating an environment that fosters equal treatment, Government of India envisages engagement of Gender Champions in all schools and colleges across the country. It is a joint initiative of the Ministry of Women and Child Development and Ministry of Human Resource Development.

3.0 Responsibility:

1. To create social awareness about the problems of women and in particular regarding gender discrimination.
2. To assert the importance of spiritual, economic, social, racial and gender equality
3. To highlight the importance of health and hygiene
4. To direct Women's role in the society. To develop a multidisciplinary approach for the overall personality development.

Constitution of Student facilitation for scholarship Committee at Institute Level:

| | |
|------------------|--|
| Chairman | Dr. M. T. Chhabria, Principal & Professor, L. M. College of Pharmacy, Ahmedabad. Email: mahesh.chhabria@rediffmail.com Mobile No: 9879033513 |
| Faculties | <ol style="list-style-type: none">1. Dr. Dharmshtha R.Parmar (Chief Coordinator)2. Ms. Vanita Lasan,3. Mr. Mittal Dalal,4. Dr, Pooja Jayaprakash,5. Ms Falguni Vaghela |

4.0 Accountability: All committee members are responsible for all the activities of Women development cell.

5.0 References: www.ugc.ac.in/pdfnews/

6.0 Definitions:

The operational definitions of the following terms will be considered by the committee while dealing with these complaints.

(i) Work place: Workplace includes any place where the employees of the organization carry out tasks to further the organizational goals and objectives. This will not include any place of work that is beyond the institute's premises and control. However, the grieved party will be provided support to carry out necessary action as and when required.

(ii)Employee/Staff: An employee of an institute is an individual who has been appointed at the organization to carry out certain tasks so as to further the organizational goals and objectives. It covers all the staff on the payroll including the field staff, part time staff, contractual staff, incentive based, consultants, approved staff of outsourced services, etc.

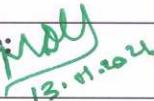
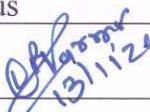
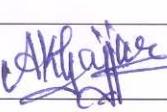
(iii)Students: A student will include any candidate enrolled in the institute as a trainee in the capacity of undergraduate, postgraduate, nursing, paramedical or part time observer ship or any trainee undergoing training here with due permission of authorities.

7.0 Procedure:

- 7.0 Identify the problems related to women's health and hygiene or any other matters.
- 7.1 Arrange meetings among the committee members to take necessary steps against the problem.
- 7.2 Take permission from the Principal to implement the steps taken during the meetings
- 7.3 On receiving acceptance, prepare a circular and notify on the website.
- 7.4 Arrange workshops or seminars creating awareness among women.
- 7.5 Take attendance of the delegates present and take feedback at the end of workshop or seminar
- 7.6 Prepare a brief report with photographs and documents.

8.0 Formats, Register and any other internal documents: NA

9.0 Change History: NA

| Prepared by | Reviewed by | Approved by | Issued by |
|---|--|---|--|
| Mr. Mittal Dalal | Name: Dr. Dharmishtha R. Parmar | Dr. Anuradha Gajjar | Dr. Mahesh T. Chhabria |
| Committee member | Chief Co-ordinator Cell for Inclusivity on Campus | Co-ordinator, IQAC | Principal |
| Signature:  13.1.2021 |  13.1.2021 |  13.1.2021 |  13.1.2021 |

L. M. COLLEGE OF PHARMACY, AHMEDABAD

MINUTES OF MEETING OF WOMEN DEVELOPMENT CELL COMMITTEE

DATE: 08/01/2026

Time: 03:30 p.m. to 4:30 p.m.

CHAIRPERSON: Dr. Mahesh T. Chhabria

OTHER PRESENT MEMBERS:

| Sr. No. | Faculty Members | Designation | Signature |
|----------------|------------------------|-----------------------|--------------------------|
| 1 | Dr. Mahesh T. Chhabria | Chairperson | <i>M. T. Chhabria</i> |
| 2 | Dr. Dharmistha Parmar | Chief co-ordinator | <i>D. Parmar</i> |
| 4 | Ms. Vanita Lasan | Head of the committee | <i>Vanita Lasan</i> |
| 5 | Mr. Mittal Dalal | Member | <i>Mittal Dalal</i> |
| 6 | Dr. Pooja Jayaprakash | Member | <i>Pooja Jayaprakash</i> |
| 7 | Ms. Falguni Vaghela | Member | <i>Falguni Vaghela</i> |

Agenda of meeting: To discuss the actions to be taken for the smooth execution of the interactive sessions and other activities to be organized.

Key points discussed by the committee are as follows:

1. Dr. Dharmistha Parmar started the meeting with warm greetings to all the members. She informed everyone about the agenda of the meeting.
2. Ms. Vanita Lasan informed about the new schedule circulated by IQAC for the various interactive sessions and the responsibility of those sessions was taken up by Ms. Vanita Lasan with discussion of all the members.
3. All the committee members discussed the different activities to be performed in interactive sessions as well discussed about the planning of the activities to be organized.
4. Mr. Mittal Dalal suggested organizing the 'Women's self-defense' and 'Women's financial empowerment' for all the programs.
5. The tentative planning was also carried out for the celebration of 'International Women's Day 2026'. It was decided to be organized on 7th March, 2026 with the theme of 'Give to Gain'.

MoM prepared by: Ms. Vanita Lasan

B/O

Dr. Mahesh T. Chhabria

Chairperson

Women Development Cell