

# INTERNAL COMPLAINT COMMITTEE

## Internal Complaints Committee Members

S. No	Name	Designation	Role
1	Ms. Amutha M	Professor	Presiding Officer
2	Mr. Thiruvanavookarasu S	Impact Advisor	NGO Member
3	Ms. D. Sharmila	Asst. Prof	Faculty Member
4	Dr. T. Sri Devi Kumari	Asst. Prof	Faculty Member
5	Ms. Sasi A	Lab Instructor	Non-Teaching
6	Ms. Helitha	Lab Instructor	Non-Teaching
7	Ms. G. Siva Durshika	III IT	Student Member
8	Ms. V. M. Jessy	III AI & DS	Student Member
9	Ms. Diviesree M	III EEE	Student Member

### **AIMS OF ICC:**

- Promote gender harmony among students and employees to prevent discrimination and sexual harassment.
- Provide recommendations to the management for potential amendments to the Rules for students outlined in the Prospectus and the Bye-Laws. These changes aim to establish fairness in gender-related matters and establish procedures for addressing and preventing acts of discrimination and sexual harassment by both students and employees.
- Address cases of discrimination and sexual harassment against women promptly and efficiently, focusing on offering support services to victims and putting an end to the harassment.
- Suggest appropriate punitive measures to the management for those found guilty of discrimination or sexual harassment.
- It's worth noting that, according to the Supreme Court's guidelines, sexual harassment can be defined as any unwelcome sexually determined behavior, whether direct or implied, including physical contact and advances, requests for sexual favors, sexually colored remarks, displaying pornography, and other unwelcome sexual conduct, both verbal and non-verbal. The Committee's purview also covers behaviors such as eve-teasing, unsavory remarks, jokes causing embarrassment, innuendos, gender-based insults, unwelcome sexual overtones (such as obnoxious phone calls), unwanted physical touch or molestation, privacy violations, and any other actions likely to violate an individual's privacy.

### **OBJECTIVES OF ICC:**

The primary objectives are to prevent discrimination and sexual harassment while fostering gender harmony among both students and staff. The committee will achieve this by:

- Promoting gender amity among students and employees, with the goal of eliminating discrimination and sexual harassment
- Making recommendations to the management for potential modifications or expansions in the rules outlined in the Prospectus and the Bye-Laws. These changes aim to ensure gender equality and establish clear procedures for addressing and resolving acts of discrimination and sexual harassment committed by both students and employees.
- Handling cases of discrimination and sexual harassment against women promptly, with a focus on providing support to victims and putting an end to the harassment
- Offering suggestions for suitable punitive actions against the individuals found guilty to the management.

### ***How to File a Complaint?***

An aggrieved person is required to submit a written complaint to the ICC within three months from the date of the incident and in case of a series of incidents within a period of three months from the date of the last incident.

Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Committee will render all reasonable assistance to the person for making the complaint in writing

Provided further that the ICC may, for the reasons to be accorded in the writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the person from filing a complaint within the said period.

Friends, relatives, Colleagues, Co-students, Psychologist, or any other associate of the victim may file the complaint in situations where the aggrieved person is unable to make a complaint on account of physical or mental incapacity or death.

### ***Process of Conducting Inquiry***

The ICC sends a copy of the complaint to the respondent within a week, who is required to respond along with any relevant documents and witness information within ten days. The inquiry is concluded within 90 days, after which a report with suggestions is delivered within ten days to the institution's Executive Authority, within a period of thirty days from the date of the recommendations.

### ***Possible Actions and Appeals***

The Executive Authority may impose penalties like warnings, suspension, expulsion, or counseling based on findings. Either party can appeal the ICC's report to the Executive Authority within 30 days. HEIs must publicize the policy, conduct awareness programs, and ensure ICC composition per UGC guidelines.

## ***Major Events and Awareness Programs***

The Cell conducts various awareness programs to educate the community.

- **Awareness Programs for students and staff:** These sessions are organized for both students and teaching staff.
- **Orientation for fresher:** The cell provides an orientation for fresher to inform them about the functions of the Cell.
- **Programs with external organizations:** The cell has conducted awareness programs aligned with District Legal authorities.

## **For online Complaints – Google Form**

Event Reports :

ICC Activities 2025-2026

ICC Activities 2024-2025

ICC Activities 2023-2024

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