

## COMPLAINT REGISTRATION [\(Link to Complaint registration\)](#)

### **Preamble**

In enforcement of UGC (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015 read as Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and in partial modification of Office Order NO.449 dated 05.08.2016, Internal Complaints Committee (ICC) is re-constituted as under to deal and solve complaints regarding Sexual harassment/Gender sensitisation at work place.

The committee is established as per Section 4 of All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulations, 2016 vide No.F.AICTE/WH/2016/01 dated 10th June, 2016.

### **Objectives of ICC**

Internal Complaints Committee will look onto all matters related to women in the workplace and make suggestion and propose plans to the Institute administration regarding such matters.

1. To establish and maintain secure, safe, healthy and supportive environment for Women and Female students in the campus.
2. To develop a mechanism for addressing issues faced by Women at work place.
3. Spreading awareness among Women employees/Female students of the institute regarding the functioning of Internal Complaint Committee especially in the following matters: Gender equality, Discrimination and sexual harassment against women
4. Disciplinary action to be taken against issues related to Internal Complaint Committee
5. Conducting Programs during Orientation of Students (UG & PG) regarding Awareness of Sexual harassment in work place.
6. The Internal Complaint Committee is bound to follow the Rules & Regulations of Government of India and Orders of the Court as required from time to time.
7. If required to Inquire on any particular case the Internal Complaint Committee shall appoint an Enquiry Committee for detailed investigation in this matter.
8. The Internal Complaint Committee will call upon a meeting to discuss any Complaints related to harassment of Women/Student in the Institute.
9. To provide Counselling & legal aid for Women employees/Female students of the Institute.
10. To Prevent Sexual harassment at workplace in any means or ways.
11. Arrange Programs related to fundamental rights of a person, health, hygiene, personality improvement etc.
12. To spread awareness about Sexual harassment through various programmes thereby promoting a safe and regal workplace for Women in Campus.
13. To make sure that all the complaints of Internal Complaint Committee is resolved in a time bound manner.
14. To inform all the Women employees and Female students of various support services provided by the Internal Complaint Committee.
15. To ensure that Staff & Students is informed about current and comprehensive information related to Sexual harassment and assault.
16. Internal Complaint Committee will deal with Gender based insults or sexist remarks.

17. To prohibit and prevent Eve-teasing, unsavoury remarks, jokes causing embarrassment etc by spreading awareness to all the Students and Staff of the Institute by informing the roles and powers of the Institute's Internal Complaint Committee.

## Committee Members

*Presiding*

*Officer*

**Dr.T.Ambika**  
Principal

**Devi**

**Amma**

## Coordinator

**Radhika.K**

Asst.Professor,Computer Science &  
Engineering Department

Ph:+91-7356733997

E-mail : radhika.cse@ncerc.ac.in

## Members:

**Dr.SheelaSrivastava**

Director-MBA

**Mrs Bindu Krishnakumar**

Campus Manager

**Mrs K.Sujatha.N**

Admin office,NCERC

**Mrs.Biji.K.P**

CSE

Faculty

Member(Women)

UG-B.Tech

**Mrs.Reshmi.H(ECE)**

Faculty

Member(Women)

UG-B.Tech

**Mrs.Chandrakala**

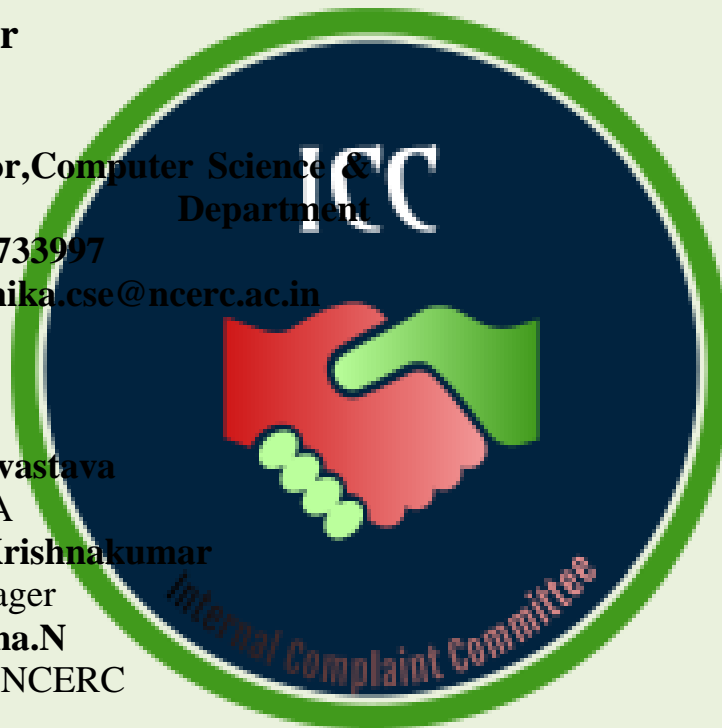
Faculty Member-MBA

**Ms.Deepa.A**

Faculty Member-MCA

**Mrs.Anitha.M**

Non Teaching Member



**Mrs.Shakuntala Devi R.**

Non Teaching Member

**Adv.Suchitra C**

Legal Associate

**Dr.MallikaBalakrishnan**

External Member

**Ms.Kavya Prasad**

Student Member (B.Tech-UG)

**Ms.Anjali Sunil**

Student Member (M.Tech-PG)

**Ms.Anjusha C.P**

Student Member-MBA

**Ms.Saritha V.S**

Student Member-MCA

**Ms.LakshmiSantosh**

Student Member (First year)

More details/guidelines and working rules of the committee can be had from the following URLs

[https://www.ugc.ac.in/pdfnews/7203627\\_UGC\\_regulations-harassment.pdf](https://www.ugc.ac.in/pdfnews/7203627_UGC_regulations-harassment.pdf)

