



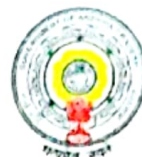
Dr.V.S.KRISHNA GOVT. DEGREE COLLEGE

(AUTONOMOUS)

NODAL RESOURCE CENTRE & AU CENTRE FOR RESEARCH

Maddilapalem, Visakhapatnam – 530013, Andhra Pradesh.

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Internal Complaints Committee (ICC)

In pursuance of UGC (prevention, prohibition and Redressal of Sexual Harassment against women employees and women students in Higher Educational Institutions) Regulations, May 2016 the existing Sexual Harassment Redressal committee (SHRC) is renamed as Internal complaints committee (ICC) as under to deal with complaints relating to sexual harassment at workplace. **Dr. V.S. Krishna Government Degree & PG College (A) has zero tolerance against disrespect, sexual harassment, abuse and exploitation of women at workplace. The Internal Complaints Committee of the college was established according with provisions of "The Sexual Harassment of women at Workplace (Prevention Prohibition and Redressal) Act 2013" for effective enforcement of human rights of gender equality and assurance of an environment free of sexual harassment and abuse.**

Objectives:

- To organize gender equity and sensitization awareness programmes in collaboration with Women Empowerment Cell
- To provide a safe environment that is free from sexual harassment
- To provide social and psychological environment that will raise awareness about sexual harassment
- To recommend appropriate disciplinary action against the guilty.
- To prevent discrimination and sexual harassment against women.
- To create a secure physical and work environment for women

Constitution of committee:

Members of the Internal Complaints Committee (with at least 50% female members) are nominated as mentioned below:

- Principal.....Chairman
- Convener.....Senior female faculty member
- Four Faculty as Members.....with at least 50% female faculty
- Two student members..... with at least one girl student

Role of the Committee:

- To create and ensure a safe work environment that is free from sexual harassment especially for girls and women.
- To take note of complaints of sexual harassment of women employed,
- To conduct enquiries and to provide assistance.
- To recommend to the concerned authorities follow up action and to monitor the same
- To maintain an atmosphere of equality and gender justice.

Functions:

Conduct preliminary enquiry of all reported cases and/or complaints relating to sexual harassment at work place involving all sections of members of faculty staff and students of the institute.

- Submit the preliminary enquiry report to the principal along with all documents and recommendations of possible punishment if any.
 - Evolve and suggest preventive measures.
- In case of allegations are not in the nature of sexual harassment ICC may refer such complaint to the Grievance Redressal cell or Disciplinary committee.
- If ICC concludes that the allegations made over false, malicious or the complaint was made knowing it to be untrue or forged or misleading information has been provided during the inquiry, the complaint shall be liable to be punished as per the relevant provisions of the aforementioned UGC regulation 2015.

Responsibilities of the Committee:

If any student approaches a committee member either through the complaint box placed in front of the administrative block of the college or by telephone necessary action is taken through counseling and conciliatory methods. If it requires any enquiry, it will be conducted and matter will be sorted within one week from the date of complaint. The committee will take the responsibility to ensure that no such incidents occur in the campus.

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Procedure for Filing of Complaint:

1. Meeting is held if a complaint is received by any aggrieved member.
2. The written / online complaint is taken and the committee prepares and submits the detailed statement of the incidents within two days.
3. An enquiry will be held with the members of internal complaints committee
4. The issue will be discussed and finalized within seven days
5. The minutes of the meeting will be recorded.

Punishment if Found Guilty:

Anyone found guilty of sexual harassment shall be punished in accordance with the service rules of the HEI, if the offender is an employee and /or legal consequences as per governing laws.

Where the offender is a student, depending upon the severity of the offence, may face

- Suspension from attending classes, Cancellation of admission, including denial of readmission
- Withholding/Withdrawing scholarship and other benefits.
- Debarring from appearing in any test/examination or other evaluation process, Withholding results.
- Debarring from representing the institution in any regional, national meet, tournament, youth festival, and /or legal consequences as per governing laws.

Action Plan:

- Display current laws and G.Os about Sexual Harassment and Gender Discrimination in key places on the campus.
- Counsel the affected students/women employees if any to enable them overcome the trauma.
- Conduct awareness programs and campaigns for the benefit of the girl students and the women staff community for the safe working environment in the college campus.


PRINCIPAL
Dr. V.S. Krishna Govt. Degree College (A)
VISA KHAPATNAM