

<b>VEDAVYASA INSTITUTE OF TECHNOLOGY</b>		
<b><u>INTERNAL COMPLIANCE CELL</u></b>		
Date: 17 <sup>th</sup> August 2020	Time: 2.00 to 2.45 PM	Location: Principals Chamber
Meeting Called By	Dr S. Sangheethaa, Principal	
Type of Meeting	ICC 2020 Meeting	
Facilitator	Dr Kavitha S. M	
Attendees	Dr.Kavitha S Murugesan HOD CSE Ms.Anjusha AP CE Ms. Sabitha Rani AP, ME Ms. Priya N.Gopi AP, EEE Ms. Athulya G.R., AP, ECE Dr. Revathi External Member Ms. Sriya Raj student member	
Agenda	<ul style="list-style-type: none"> <li>• To fulfill the directives of the Hon'ble Supreme Court of India, and concerns expressed by the University Grants Commission (UGC) about ensuring safe environment for women students and employees in educational institutions.</li> <li>• To promote an environment free of sexual harassment and other acts of gender based discrimination that ensures gender equality and equal opportunities.</li> <li>• To prevent sexual harassment and to promote the general well-being of female students, teaching and non-teaching women staff.</li> <li>• Roles and Responsibilities of ICC</li> </ul>	
Discussion	The Principal addressed the following: <ul style="list-style-type: none"> <li>• Vedavyasa Institute of Technology is committed to create a safe environment for women students and employees – a gender-just environment free of violence, harassment, exploitation, intimidation and stress.</li> <li>• Internal Complaints Committee at Vedavyasa Institute of Technology was set up in pursuance of the UGC guidelines and directives of the Hon'ble Supreme Court in the judgement of Vishaka &amp; Others v/s. State of Rajasthan &amp; Others reported in 1997 (6) SCC 241, and as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.</li> <li>• The Internal Complaints Committee at Vedavyasa Institute of Technology is an instrument for addressing the issues of sexual harassment and recommending their redressal in a time-bound manner.</li> <li>• When an incident of sexual harassment occurs, the victim or third-party may submit a written complaint in person as Registration Sending via e-mail at "hodcse@Vedavyasa.org"</li> </ul>	
Decision	All the members will be alert to prevent Sexual Harassment as per AICTE/KTU/GOVT. NORMS/ RULES.  <b>Registration Format :</b> Any aggrieved student or parent or staff member with a genuine complaint will submit his/her complaint along with necessary documents, if any, through any of the following modes:	

Submitting in person Sending via e-mail at "hodcse@Vedavyasa.org"

**CONTACT US:**

Internal Compliance Committee,  
Vedavyasa Institute of Technology,  
Karad Paramba,

Malappuram - 673632

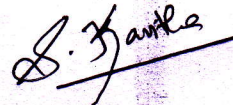
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Dr. SANJIV BHATIA



Dr. KAVITHA MURUGESAN

 **VEDAVYASA** INSTITUTE OF TECHNOLOGY

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## Vedavyasa Institute of Technology, Karadparamba

### Internal Complaints Committee (ICC)

In keeping with the "Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013, Vedavyasa Institute of Technology, with an order in writing, hereby reconstitutes the Committee known as the "*Internal Complaints Committee*" on this day, **17<sup>th</sup> August 2020**.

The Principal of the Institute shall nominate members of the Committee. The members of the Committee are:

- (1) Presiding Officer: This shall be a woman employed at a senior level at the Institute one, from among the employees.
- (2) Members from among the employees who are committed to the cause of women or who have had experience in social work or have knowledge of law, (at least two members).
- (3) One member from an NGO (non-government organization or association) committed to the cause of women or a person familiar with issues pertaining to sexual harassment.

In the event that a situation with a flavor of sexual harassment devastates a woman employee of this Institute, she can hand in a written complaint to this Committee within a period of three months from the date of the incident or the last incident of a series of incidents.

As APJ Abdul Kalam Technological University stipulates the formation of '*Women's Forum*' ICC shall work in close association with it.

The members of the '*Women's Forum*' are:

1. Dr Kavitha Vice Principal
2. Dr Revathi Medical Counsellor
3. Mrs. Babitha PRO
4. Mrs. Shailaja AO

### Members of the Internal Complaints Committee

- 1) Dr. Kavitha S (Chairperson)
- 2) Priya N Gopi AP EEE
- 3) Sabitha Rani Head, ME
- 4) Athulya GR AP ECE
- 5) Dr Revathi External member
- 6) Mrs. Anjusha AP CE

*The First meeting held on the same day to discuss the roles and responsibilities of members.*

