

Internal Complaint Cell

Profile:

Internal Complaints Cell deals with issues regarding sexual harassment. It works for the prevention of sexual harassment to maintain safe environment for students and staff.

Internal complaint committee is a body envisions receiving complaints on sexual harassment at the workplace from aggrieved women, as well as inquires into and the recommendation to the employer on the action required pursuant to its inquiry of such complaint made.

The internal complaint committee has been established according with provisions of “The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013”.

Objective:

- To create a secure physical and social environment for women.
- To develop guidelines against women harassment.
- To organize women sensitization awareness program.
- To provide a safe environment that is free from sexual harassment.
- To promote social and psychological environment that will raise awareness about sexual harassment.
- Recommend appropriate punitive action against the guilty.
- Prevention of discrimination and sexual harassment against women.

Job roles of Committee:

- To create and ensure a safe work environment that is free of sexual harassment especially for girls and women.
- To take note of complaints of sexual harassment of women employed, to conduct enquires 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.
- To prepare annual reports.

Members:

- **Principal**
 - Vice Principal
 - Faculty Members

- Non – teaching Staff
- Student Representative- I Year
- Student Representative- II Year
- Student Representative – III Year

Functions

- Ensure safe environment for students and staff in the college
- Providing assistance if a student or employee chooses to file a complaint with the Police.
- Protecting the safety of the Complainant by not divulging the identity of the complainant.
- Providing mechanisms of dispute redressal and dialogue to anticipate and address issues
- Ensuring the victims or witnesses are not victimized or discriminated while dealing with Complaints of sexual harassment
- Ensuring prohibition of retaliation or adverse action against a covered individual because
- student is engaged in protected activity.