




ST. ANN'S COLLEGE FOR WOMEN

MALKAPURAM, VISAKHAPATNAM

Internal Compliance Committee


Principal
St. Ann's College for Women
Malkapuram, Visakhapatnam-11

Proceedings of the Principal, St. Ann's College for Women, Malkapuram

Present: Dr. Sr. Prema Kumari, M.Sc., M.Phil., Ph.D.

ReNo:28/20-21/SCA/W/ICC/Acad.Cell/2020-21/Dr.31.03.2021

Sub: St. Ann's College for Women, Malkapuram-Re-Constitution of INTERNAL COMPLAINTS COMMITTEE - 2020-21-Orders issued-Regarding.

In pursuance of UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015 read with Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Internal Complaints Committee (ICC) of the College is constituted as under to deal with complaints relating to Sexual Harassment at the work place.

Office Order

The following are members selected by the governing body of the St. Ann's College for Women constitute Internal Complaints Committee.

S. No.	Name	Designation	Signature
1.	Miss E.P.S Bhagya Lakshmi Lecturer in Public Administration District Programme Officer, NSS	Chairperson	EPS Bhagya
2.	Sr. Jayaseela Senior Assistant	Member	Sr. Jayaseela
3.	Mrs. A. Adilakshmi, Lecturer in Hindi Programme Officer, NSS	Member	A. Adilakshmi
4.	Sr. Sangeetha Opstlate Msw St. Ann's hospital	Member	Sr. Sangeetha
5.	D. Rajeswari. Non Teaching Staff	Member	D. Rajeswari
6.	S. Vasatha Lakshmi B.Sc President of Student Council	Member	S. Vasanthalakshmi
7.	A. Nandhini BA Vice President of Student Council	Member	A. Nandini
8.	Thanusha B.Com Secretary of Student Council	Member	Thanusha


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Roles and Functions of the Internal Complaints Committee (ICC):

1. **Receiving Complaints:** The ICC is responsible for receiving complaints of sexual harassment from students, faculty, staff, or any other person associated with the college.
2. **Inquiry and Investigation:** The ICC is tasked with conducting a fair and impartial inquiry into the complaints received. This includes gathering evidence, interviewing witnesses, and ensuring confidentiality throughout the process.
3. **Mediation and Conciliation:** The ICC may attempt mediation and conciliation between the complainant and the respondent, provided both parties consent to such a process.
4. **Decision-Making:** The ICC is responsible for determining whether an incident of sexual harassment has occurred based on the evidence and testimonies presented during the inquiry.
5. **Redressal:** If the ICC finds the respondent guilty of sexual harassment, it recommends appropriate disciplinary action to the college administration.
6. **Awareness and Prevention:** The ICC promotes awareness about sexual harassment, prevention strategies, and the rights of individuals within the college community. It may conduct workshops, seminars, or awareness campaigns.
7. **Reporting:** The ICC prepares an annual report detailing the number of complaints received, actions taken, and recommendations made. This report is submitted to the college administration and may be shared with relevant authorities.


Principal
St. Ann's College for Women
Malkapuram, Visakhapatnam-1



S. Premkumar
Principal
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