

**INTERNAL COMPLAINTS COMMITTEE 2020-21**





# **SRI SAI RAGHAVENDRA (S.S.R.) DEGREE COLLEGE**

(Affiliated to Telangana University L.No.019/UG/Ext. Affil/DAA/2011-2012. Nov.11th 2011)

(Co-Education)

KHALEELWADI, NIZAMABAD DISTRICT-503 001, (T.S), PHONE NO: 08462-220751.

## **CONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE**

**Academic year 2020-21**

**SSR/InternalComplaints/2020-21/001**

**Date:05-08-2020**

The Internal Complaints Committee Has Been Formed inSSR Degree and PG College, Nizamabadto Address the Issues Under Prevention and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions Regulations, 2020-21. The Committee Is Formed to Provide Protection Against Sexual Harassment of Female Employees and Students in The Campus andfor The Prevention and Redressal of Complaints of Sexual Harassment andfor Matters Connected There with or Incidental Thereto.

### **Objectives, Rolesand Responsibilities:**

- Prevent Discrimination and Sexual Harassment by Promoting Gender Amity Among Students and Employees.
- Make Recommendations to The Management for Changes/Elaborations in The Rules for Students in The Prospectus and The Bye-Laws, To Make Them Gender Just andtoLay down Procedures for The Prohibition, Resolution, Settlementand Prosecution of Actsof Discrimination and Sexual Harassment by The Students and The Employees.
- Deal with Cases ofDiscriminationand Sexual Harassment Against Women, in a Time Bound Manner, Aimingat Ensuring Support Services tothe Victimized and Termination ofthe Harassment.
- Recommend Appropriate Punitive Action Against the Guilty Party to The Management.

Here It Should Be Noted That According to The Supreme Court Guideline Sexual Harassment Can Be Defined as “Unwelcome” Sexually Determined Behavior (Whether directlyorby Implications) As:

- Physical Contact and Advances
- Demand or Request for Sexual Favors
- Sexually Colored Remarks
- Showing Pornography And
- Other Unwelcome andPhysical, Verbalor Non-Verbal Conduct ofa Sexual Nature. (Vaisakha Judgment by Supreme Court)



**The Committee for The Academic Year 2020-21 Is Constituted with The Following Members**

S.No	Name Of The Members	Designation	Role In The Committee
1	Dr. Akhilesh kumar Singh	Principal	Chairman
2	B Swapna	NSS Officer	Co-Ordinator
3	P Shanker	Asst.Professor	Member
4	S Dhanalaxmi	Asst.Professor	Member
5	Asma Parveen	Asst.Professor	Member
6	N Sandhya	Asst.Professor	Member
7	U Sandhya	Asst.Professor	Member
8	P Nataraj	Student	Member
9	CH Saikumar	Student	Member

**FUNCTIONS:**

It Is the Duty of the Employees to Maintain a Safe Work Environment for Women as They Are the Major Contributors for The Organizational Growth. Employees Have to Take the Issues of the Workplace Harassment Very Seriously However Silly or Insignificant They Appear Because Those Simple Issues Will Create Lots of Mental Agony for Women and They Suffer a Lot with Emotional Distress. Organization Must Have a Standard Operating Procedure Where

- A Comprehensive Anti-Sexual Harassment Policy is Defined
- Sexual Harassment Should Be Affirmatively Discussed at Workers Meeting, Employer-Employee Meetings Etc.
- Guidelines Should Be Prominently Displayed to Create Awareness About the Rights of Female Employees.
- The Employer Should Assist the Persons Affected in Cases of Sexual Harassment by Outsiders.
- Central and State Government Must Adopt Measures Including Legislation to Ensure That Private Employers Also Observe the Guidelines.



- Names and Contact Numbers of the Members of the Complaints Committee Must Be Prominently Displayed. National Commission for Women Also Asked the Government to Ensure Constitution of Internal Complaints Committee (ICC) And Conducting Gender Sensitization Workshops.
- The Structural Transformation in The Indian Economy Has Opened Gates to Women at Large to Join Jobs for Earning. More Opportunities Were Created and More Provisions Were Given to Women Who Wish to Take Up a Career in Their Choicest Industry. As More Women Started Working Off Late, The Need to Make Their Work Place Comfortable and Safe Has Become a Necessity. The Safer and Happier the Workplace, The More Will Be the Productivity of the Working Women.

  
**Co-ordinator**

**Internal Complaints Committee**

  
**Chairman**

**Principal**  
**S.R. DEGREE COLLEGE**





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## CIRCULAR

**SSR/Internal Complaints/2020-21/002**

**Date:11-08-2020**

It Is Hereby Informed That All the Internal Complaints Committee Members Are Requested to Meet on **13-08-2020** at 10:00 AM in The Seminar Hall.

### AGENDA:

- ✓ It is planned to organize a Lecture on Stress Management for female Students.
- ✓ Discussion on Steps to Create Awareness about Internal Complaints Committee among the Students.

  
**Coordinator**  
**Internal Complaints Committee**

  
**Chairman**

**Principal**  
**S.S.R. DEGREE COLLEGE**  
**NIZAMABAD**

### **Copy to:**

- All Committee Members
- The Chairman
- File





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KHALEELWADI, NIZAMABAD DISTRICT-503 001, (T.S), PHONE NO: 08462-220751.

## MINUTES OF MEETING OF INTERNAL COMPLAINTS COMMITTEE HELD ON 13-08-2020

**Time: 10:00 am**

**Venue:Seminar Hall**

**The following members attended the meeting of Internal Complaints committee.**

S.No	Name Of The Members	The Designation	Role In The Committee
1	Dr. Akhilesh kumar Singh	Principal	Chairman
2	B Swapna	NSS Officer	Co-Ordinator
3	P Shanker	Asst.Professor	Member
4	S Dhanalaxmi	Asst.Professor	Member
5	Asma Parveen	Asst.Professor	Member
6	N Sandhya	Asst.Professor	Member
7	U Sandhya	Asst.Professor	Member
8	P Nataraj	Student	Member
9	CH Saikumar	Student	Member

**Points discussed and the resolutions made in the meeting are presented below:**

- At The First Chairman's address the Meeting.
- Minutes of Previous Meeting Were Presented by The Co-Ordinator of the Committee.
- No Complaints Were Received During the Last Semester.
- It was Resolved to Conduct Program on Stress Management among Students and Women Staff.
- The Class In- charges Were Instructed to Address Girl Students About the Activities and Importance of the Committee.

**Co-ordinator**  
**Internal Complaints Committee**

**Chairman**

**Principal**  
**S.S.R. DEGREE COLLEGE**  
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## CIRCULAR

**SSR/Internal Complaints/2020-21/003**

**Date:10-02-2021**

It Is Hereby Informed That All the Internal Complaints Committee Members Are Requested to Meet on **12-02-2021** at 02:00 PMin The Seminar Hall.

### AGENDA:

- ✓ It is planned to organize a Lecture on Stress Management for female Students.
- ✓ Discussion on Steps to Create Awareness about Internal Complaints Committee among the Students.

*V. Sraaj*  
**Co-ordinator**

**Internal Complaints Committee**

*[Signature]*  
**Chairman**

**Principal**  
**S.R. DEGREE COLLEGE**  
**NIZAMABAD.**

### **Copy to:**

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## MINUTES OF MEETING OF INTERNAL COMPLAINTS COMMITTEE HELD ON 12-02-2021

**Time: 10:00 AM**

**Venue:Seminar Hall**

**The following members attended the meeting of Internal Complaints Committee.**

S.No	Name Of The Members	Designation	Role In The Committee
1	Dr. Akhilesh kumar Singh	Principal	Chairman
2	B Swapna	NSS Officer	Co-Ordinator
3	P Shanker	Asst.Professor	Member
4	S Dhanalaxmi	Asst.Professor	Member
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- It was Resolved to Conduct Program on Stress Management among Students and Women Staff.
- The Class In-charges were instructed to Address Female Students about the Activities and Importance of the Committee.

*[Signature]*  
Co-ordinator

Internal Complaints Committee



*[Signature]*  
Chairman

Principal  
S.S.R. DEGREE COLLEGE  
NIZAMABAD