

# SRI VENKATESWARA COLLEGE OF ARTS & COMPUTER SCIENCES

=== SRI VENKATESWARA P.G. COLLEGE ===

(Affiliated to Yogi Vemana University)

Sri Krishna Geethashramam, Gandhi Road, PRODDATUR - 516 360

## CONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE

Academic Year 2024-25

**SVCACS/Internal Complaints/2024-25/001**

**Date:15-07-2024**

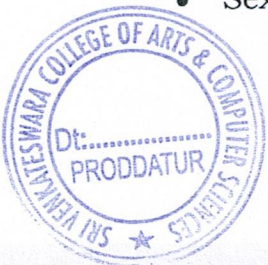
The internal complaints committee has been formed at Sri Venkateswara College of Arts and Computer Sciences to address the issues under prevention and redressal of sexual harassment of women employees and students in higher educational institutions regulations, 2024-25. The Committee is formed to provide protection against sexual harassment of female employees and students in the campus and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or the incidental thereto.

### Objectives, Roles and 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 and to lay down Procedures for The Prohibition, Resolution, Settlement and Prosecution of Acts of Discrimination and Sexual Harassment by The Students and The Employees.
- Deal with Cases of Discrimination and Sexual Harassment against Women, in a Time Bound Manner, Aiming at Ensuring Support Services to the Victimized and Termination of the Harassment.
- Recommend Appropriate Punitive Action Against the Guilty Party to The Management.

It Should Be Noted That According to The Supreme Court Guideline **Sexual Harassment Can Be Defined as "Unwelcome" Sexually Determined Behavior (Whether Directly or by Implications) As:**

- Physical Contact and Advances
- Demand or Request for Sexual Favors
- Sexually Colored Remarks



- Showing Pornography and Other Unwelcome and Physical, Verbal or Non-Verbal Conduct of A Sexual Nature. (Vishaka Judgment by Supreme Court)

**The Committee for the Academic Year 2024-25 Is Constituted with The Following Members:**

S.No	Name Of the Members	Designation	Role In the Committee
1	Dr.V Mohammed Mustafa	Principal	Chairperson
2	G Sarada Bhavani	Vice Principal	Co-Ordinator
3	P Gowri Sankar	Lecturer	Member
4	K Mouniah Achari	Lecturer	Member
5	P Narasimhulu	Lecturer	Member
6	S Manasa Kumari	Student	Member
7	R Charith Kumar	Student	Member
8	B Ramesh Babu	Advocate	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 Has Also Asked the Government to Ensure Constitution of Internal Complaints Committee (ICC) and to Conduct 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.

*G. Sarda*

**Co-ordinator**

*V. Murthy*

**Chairperson**

**Internal Complaints Committee**



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### Procedure to Resolve the Complaints in Internal Complaints Committee

- Any women faculty, staff or student can file a complaint to the presiding officer or any members of the internal complaint committee regarding of sexual harassment, gender discrimination or any other issues that arise inside the college premises.
- The complainant/the aggrieved woman/the student should submit a written complaint in the committee/cell.
- As soon as possible the committee will meet the aggrieved woman and the alleged person/persons separately in a quick session. It will strictly maintain confidentiality of all meetings, statements and recordings.
- Having investigated the complaint thoroughly and impartially, according to the UGC Regulations, it will take immediate and relevant actions.
- Punitive actions will be taken according to the guidelines of the UGC. Punishments will vary depending upon the content of the offence and the seriousness of the incidents such as warning and advice, suspension, expulsion etc.,
- If the complaint is false, the action will be taken against the complainant as well.
- Moreover, the management and the college will take some extreme steps regarding expulsion from the college and filing FIR with the police etc., according to the UGC rules and regulations.

*G. Sankar*  
**Coordinator**

*V. Murthy*  
**Chairperson**

**Internal Complaints Committee**



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### Internal complaints committee

Summary of Issues reported and Action Taken  
Academic Year 2024-25

S.No	Issues Reported	Reporting Date	Action Taken	Closing Date
1	NIL	--	NIL	--

*G. Santana*  
Co-ordinator

*V. Murthy*  
Principal  
PRINCIPAL  
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### Internal complaints committee

Summary of Issues reported and Action Taken  
Academic Year 2023-24

S.No	Issues Reported	Reporting Date	Action Taken	Closing Date
1	NIL	--	NIL	--

*G. Sandha*  
Co-ordinator

*V. Murthy*

Principal

PRINCIPAL  
SRI VENKATESWARA COLLEGE  
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