

ABR COLLEGE OF ENGINEERING AND TECHNOLOGY



Affiliated to JNTU - Kakinada, Approved by AICTE, New Delhi

ISO 9001 - 2015 Certified Institution

CHINAIRLAPADU, Kandukur Road, Kanigiri Mandal

Prakasam Dist., (A.P.) Pincode : 523 254 Cell : 9866461623

Website : www.abrcet.edu.in E-mail : principal.hj@abrcet.edu.in, abrcet2008@gmail.com

INTERNAL COMPLAINT COMMITTEE (ICC)

24-05-2024

The Internal Complaints Committee (ICC) primarily functions to receive complaints of sexual harassment at the workplace, conduct thorough investigations into those complaints, and provide recommendations to the employer regarding appropriate actions to be taken based on their findings, all while maintaining confidentiality and a fair, unbiased process throughout the inquiry. The composition of the cell for 2023-24 is:

ICC Members Establishment for the AY 2023-24

S. No.	Name of the Staff	Position	Designation
1	Mrs M. B .L .PRASANNA	Presiding officer	Asso Prof – S&H
2	Mrs SK.VALIBEEBI	Member	Asst Prof - MBA
3	Mrs G.CHAITANYA	Member	Asst Prof – S&H
4	Dr D V RAMALINGA REDDY	Member	Asso Prof –S&H
5	Mrs K RAMYA	Member	Asst Prof - CSE
6	Mrs M PADMA	Member	Asst Prof - ME
7	Mis M GAYATHRI	Member	Asst Prof - ECE
8	CH MALLESWARA RAO	Member	Asst Prof - CIVIL
9	Dr V THIRUPATHI REDDY	Member	Doctor
10	Lr A BALI REDDY	Member	Lawyer

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OBJECTIVES OF ICC:

The primary objectives of an Internal Complaints Committee (ICC) are to receive and investigate complaints of sexual harassment within an organization, provide a safe space for complainants to report incidents, ensure a fair and confidential process for addressing complaints, and take appropriate action against perpetrators while promoting a workplace culture that prevents future occurrences of harassment; essentially aiming to maintain a work environment free from gender-based discrimination.

The objectives of the Internal Complaint Committee to Prevent Sexual Harassment of Women at the Workplace are as follows:

- To develop a policy against sexual harassment of women at the Institute.
- To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- To uphold the commitment of the Institute to provide an environment free of gender based discrimination.
- To promote a social and psychological environment to raise awareness on sexual harassment in its various forms.
- To create a secure physical and social environment to deter any act of sexual harassment.
- To evolve a permanent mechanism for the prevention and redressal of sexual harassment cases and other acts of gender based violence at the Institute.

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KEY FUNCTIONS OF ICC

Receiving complaints:

Accepting complaints of sexual harassment from employees within the organization.

Initiating investigations:

Conducting impartial investigations into the complaints, gathering evidence, and interviewing relevant parties.

Fair hearing process:

Ensuring both the complainant and the accused are given a fair opportunity to present their side of the story.

Decision-making:

Analyzing evidence and reaching a conclusion regarding the complaint, including potential disciplinary actions.

Reporting findings:

Submitting a detailed report to the employer with recommendations on appropriate actions based on the investigation results.

Confidentiality maintenance:

Protecting the privacy of all parties involved in the complaint process.

Awareness creation:

Promoting awareness about the organization's sexual harassment policies and procedures within the workplace.

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Important points to ICC:

Legal mandate:

In many jurisdictions, organizations are required by law to establish an ICC to address sexual harassment complaints.

Composition:

The ICC should be comprised of diverse members with appropriate expertise and training to handle sensitive complaints.

Timely action:

The committee should aim to complete investigations within a reasonable timeframe.

The ICC Members are requested to discuss the following issues.

1. Cases if any, of Sexual harassment of women.
2. Safety related issues of women staff and girl students.


Presiding Officer

Copy to:

1. Principal for information
2. All Members & HoD's


PRINCIPAL
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