

ROHINI COLLEGE OF ENGINEERING AND TECHNOLOGY

Anjugrammam Main Road, Palkulam 629401, kanyakumari district

INTERNAL COMPLAINT COMMITTEE

ACTION PLAN

ACADEMIC YEAR 2023-2024

03.10.2023

Action plan of ICC for the Academic year 2023-2024

- To inform the students about existence of the Internal Complaints Committee (ICC), and the members of the Committee. It was to inform the students who face any sexual harassment issue may complaint to the ICC members.
- ICC is proposed to conduct interaction with police personnel to know how safeguard themselves in the month of January in collaboration with women Empowerment Cell on the topic *WOMEN SAFETY AND CRIME AWARENESS*
- ICC is proposed to organize an awareness program for all the female students in collaboration with Women Empowerment cell of RCET on the topic "Awareness on CYBER CRIME "
- It is proposed to celebrate Women's day on 8th March.
- ICC wants to organize psychiatric interaction for the mental well-being of girls.



Rajesh
16/12/2023

[Signature]
31/10/23
Dr. E. Sree Devi
Convener ICC

Dr. R. RAJESH
PRINCIPAL

Rohini College of Engineering & Technology
Anjugrammam Main Road,
Palkulam Kanyakumari Main Road,
Palkulam Kanyakumari (P.O.) - 629 401,
Kanyakumari District, Tamil Nadu.

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ACADEMIC YEAR 2023-2024

FORMATION OF THE COMMITTEE

The Sexual Harassment includes any unwelcome sexually inclined behavior, whether directly or indirectly, such as Physical contact and advances, Demand or request for sexual favors, sexually colored remarks, Showing pornography and any other non-verbal conduct of sexual nature.

The RCET Internal complaint Committee has been formulated for the academic year 2023-2024 with following members to deal with the following issues in the campus:

1. Any unwelcomed physical, verbal or non-verbal conduct of sexual nature
2. Demand or request for sexual favours
3. Making sexually coloured remarks
4. Physical contact and advances
5. Showing pornography

<u>S. No.</u>	<u>Name of the Faculty</u>	<u>Designation</u>	<u>Position</u>
1	Dr. E. Sree Devi	Prof./ECE	Convener
2	Dr. Sowthily	ASP/EEE	Member
3	Mrs.R.Meenakshiammal	ASP/ CSE	Member
4	Mrs.Ajisha	AP/MBA	Member
5	Mrs.Krishna Veni	AP/AGRI	Member
6	Mrs.J.Jeya Sheeba	Incharge SA 1 Section	Member
7	Ms.Marsalin Rajula	ICTC Counsellor	External Member
8	Ms.Saro Stephy	IV CSE	Student Representative
9	Ms.Jaince Gressida	IV CSE	Student Representative
10	Ms.Meera Krishna	III ECE	N.



Goal: Prevention of sexual harassment to ensure safe working environment for women employees and girl students.

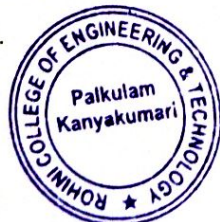
Working Rules and Responsibilities of Anti Sexual Harassment Committee

In pursuance of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 and the Rules framed there under, the Institute hereby adopts the following procedure for determining complaints filed to the Internal Complaints Committee (ICC) constituted under the Act. The procedure complies with the basic principles of natural justice and fair play and has to be adhered to in all complaints, though, in individual complaints, for reasons to be stated in writing, the ICC reserves the right to make exceptions to the procedure stated hereunder

Any aggrieved woman may make, in writing, a complaint of sexual harassment at work place to the ICC, within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident. A copies of a written complaint should be submitted to the Committee or any of its members along with list of witnesses and supporting documents.

Any complaint received by the members should be immediately forwarded to the Presiding Officer, and this must be notified to other committee members at the earliest and not later than 3 days and a meeting should be called for discussing the matter. The Committee shall discuss and decide on its jurisdiction to deal with the case or reject the complaint prima facie and recommend to the Institute that no action is required to be taken in the matter. Notice shall be issued to the respondent within 7 working days of receipt of the complaint and 10 working days shall be given for submission of reply (along with the list of witnesses and documents).

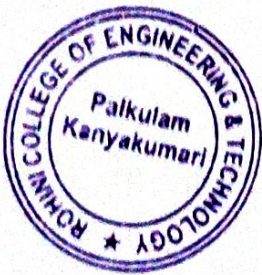
The Committee will provide assistance to the aggrieved woman, if she so chooses, to file a police complaint in relation to an offense under Indian Penal Code. The Committee may, before initiating an inquiry, at the request of the aggrieved woman, take steps to settle the matter between her and the respondent through conciliation. No monetary settlement shall be made as the basis of conciliation. Where a settlement has been arrived at, the ICC shall record the settlement so arrived and forward the same to the employer for necessary compliance.



The Committee shall provide the copies of the settlement as recorded under (7) to the aggrieved woman and the respondent. Where a settlement is arrived at, no further inquiry shall be conducted by the ICC. If conciliation is found to be not feasible, notice will be issued to both parties for hearing. The Committee may direct the Registrar to ensure the safety and protection of the aggrieved woman if and when required.

Frequency of Meeting

The meeting of the Anti-Sexual Harassment Committee is conducted for minimum four times in a year, and is also held in between whenever an action is to be taken against a matter pertaining to sexual harassment.




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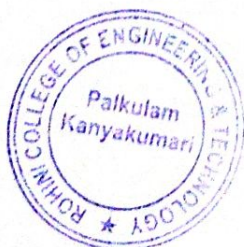


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Varioor –po, Kanyakumari-Dist. Pin – 629401

Internal Complaint Committee – Activities for the Academic year 2023-2024

- Internal Complaint Committee in association with Women Empowerment cell organised an awareness programme “ WOMEN SAFETY AND CRIME AWARENESS PROGRAM FOR STUDENTS ” on 4.01.2024 addressed by Ms.Santha Kumari, Sub Inspector of Police , All Women’s Police Station, Kanya kumari District .
- On 01/03/2024 the Empowerment cell in association with internal Complaint Committee organized a programe titled “A CYBER CRIME AWARENESS PROGRAMME “ . The Additional Superintendent of police Kanya kumari addressed the Gathering.
- The internal Complaint Committee of RCET Periodically conducting meeting and the Committee noted that no complaint of sexual harassment against anyone of the institution received yet for the academic year 2023-2024 .
- The ICC & Women Empowerment of cell of RCET College, in association with Nehru Yuva Kendra organized a fitness program on 50 th March 2024.To promote sports culture, sportsmanship, fitness and competitive spirit among women Nehru Yuva Kendra kanyakumari and Ministry of Youth Affairs & Sports, Govt. of India) conducted “ A Nari Shakti Fitness Run ” on 15 th March 2024 and the RCET Girls participated in this event.



Annual Report of cases of Sexual Harassment Period: 2023 to 2024

1. No. of complaints carried from previous : Nil
2. No. of complaints of Sexual Harassment received : Nil
3. No. of complaints disposed off during the year : Nil
4. No. of anonymous/false complaints where action cannot be taken : Nil
5. No. of cases where evidence has been requested or pending : Nil




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From

Dr. E. Sree Devi,
Convener, Internal Complaint Committee,
Rohini College of Engineering and Technology

To

The Principal,
Rohini College of Engineering and Technology

Respected Sir,

I the Convener/ Internal Complaint Committee (ICC) of RCET, wish to bring your kind notice that there was no sexual complaints registered for this year 2023-2024.

The Committee ensured it based on the statements of randomly chosen female students and faculty members regarding sexual harassment inside the college premises.

Thanking You

Place: Palkulam

Date: 03/05/2024


3/5/24
Yours Sincerely,

Dr. E. Sree Devi
Prof | ECE.
Convener | ICC

