

THE INTERNAL COMPLAINTS COMMITTEE

(Anti-Sexual harassment)

The Internal Complaints Committee for prevention of sexual harassment of women at workplace, as per 'The Sexual Harassment at Workplace (Prevention, Prohibition and Redressal) Act, 2013' to deal with the sexual harassment complaints of women at workplace.

No	Name .	Designation
1.	Prof. Bobeena George AP/CE	Chairperson
2	Prof. Ms. Poathieba Philip AP/SH	Member 1
3.	Prof. Vineetha P. Joseph AP/EEE	Member 2.
4.	Prof. Dhariesh J Danam, AP/CE	Member 3
5.	Prof. Neethu Susan Ravan AP/ECE	Member 4
6.	Prof. Ms. Rosina Xavier AP/SH	Member 5
7.	Prof. Jyotsana Mary P AP/CSE	Member 6 .

The committee shall, on receipt of a written complaint, promptly initiate inquiry proceedings as per the directions under the Sexual Harassment has been defined as :

An act of sexual harassment includes any one or more of the unwelcome acts or behaviours, whether directly or by implication:

- i) Physical contact and advances;
- ii) A demand or request for sexual favours; or
- iii) Making sexual coloured remarks or
- iv) Showing pornography; or
- v) Any unwelcome physical, verbal or non-verbal conduct of sexual nature.

Meeting 1.

Date: 28/09/17.

Time: 1.00 pm to 1.20 PM.

Chair: Prof. Bobeena George (AP/CE). *[Signature]*

Venue: ~~in~~ Seminar Hall-I.

Members.

- 1. Prof. Ms. Prathibha Philip AP/SH. *[Signature]*
- 2. Prof. Vineetha P. Joseph AP/EEE
- 3. Prof. Dhaniash J Danam AP/CE *[Signature]*
- 4. Prof. Neethu Susan Rajan AP/ECE *[Signature]*
- 5. Prof. Ms. Robina Xavier AP/SH. *[Signature]*
- 6. Prof. Jyotsana Mary P AP/CE. *[Signature]*

Agenda :

Roles and responsibilities.

Discussions:-

- Has to ensure enough steps are taken to create awareness on the topic.
- If in case any person approaches any of the committee member, the member is immediately require to inform others.
- A written complaint is required to be taken from the aggrieved person, necessary action to be taken preferably to settle the matter through counselling and conciliation as soon as possible.
- In case the matter is not so sorted, inquiry to be conducted and matter to be sorted out within 10 days from the date of complaint.
- The members to be vigilant all the time and ensure that there is no such incident taking place

open dialogue with all the students .

Action / decisions / person Responsible / due date:

- All members are taken responsibility .

21/3/2018

28/9/17

open dialogue with all the students .

Action / decisions / person Responsible / due date:

- All members are taken responsibility .

21/5/2018

28/9/17

Meeting 2.

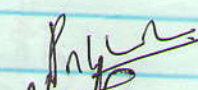
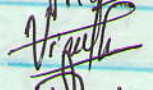
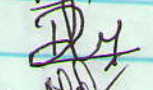

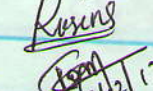

Date: 01/12/17.

Time: 1.00pm to 1.30pm

Chair: Prof Bobeena George (APCE)

Venu: Seminary Hall I.

Members.

- 1. Prof Ms. Pathibha Philip AP/SH. 
- 2. Prof Vineetha P. Joseph AP/EEE 
- 3. Prof Dharmesh J Danam AP/CE 
- 4. Prof Neelha Susan Raman AP/ECE. 
- 5. Prof. Rosina Xavier AP/SH. 
- 6. Prof. Ujolsna Mary P AP/CSE. 

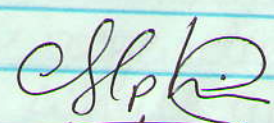
Agenda:-

- Enquiry about Complaints.

Discussion:-

- At the outset, chairperson welcomed all the participants.
- The Committee discussed the Complaints.
- The Committee noted that no complaints of sexual harassment against any staffs of the MIBCCET.
- The meeting ended with vote of thanks to the chair.

~~5/3/2018~~


1/12/17.