

K.M.G. COLLEGE OF ARTS AND SCIENCE (AUTONOMOUS)

Approved by the Government of TamilNadu

Permanently Affiliated to Thiruvalluvar University, Vellore

Recognized under Section 2(f) and 12(B) of the UGC Act 1956

Accredited by NAAC (2nd Cycle) with (CGPA of 3.24/4) 'A' Grade



POLICY DOCUMENT

**INTERNAL COMPLIANT COMMITTEE
(ICC)**



K.M.G. COLLEGE OF ARTS AND SCIENCE (AUTONOMOUS)

R.S.ROAD, AMMANANGKUPPAM, GUDIYATTAM - 635 803.

Approved by Govt.of Tamilnadu & Permanently Affiliated to Thiruvalluvar University

Recognized under section 2(f) and 12(B) of the UGC Act 1956

Accredited By NAAC with 'A' GRADE (CGPA of 3.24/4 - IInd Cycle)

PH: 04171- 227906, 227306,229206

Email: kmgcollege@gmail.com

website: www.kmgcollege.edu.in

Policy Document: Internal Complaints Committee (ICC)

Introduction

The Internal Complaints Committee (ICC) is constituted as per UGC Prevention, Prohibition and Redressed of Sexual Harassment of Women Employees and Students in Higher Educational Institutions Regulations, 2021. The above regulations are based on the Government of India's Sexual Harassment of Women at work place (Prevention, Prohibition and Redressed) Act 2013. K.M.G.college of arts and science, (Autonomous) and constituted an Internal Complaint Committee (ICC) for maintaining healthy and safe environment for girls and women employees in the campus.

The Policy of the Committee:

The female student experiencing sexual harassment inside the college campus including hostel, may approach the committee with her complaint. The committee will take up the issue without any delay and bring it to the notice of the head of the institution. Remedial and punitive measures to be undertaken will be suggested by the committee.

2. Vision

Our vision is to create an educational environment free from sexual harassment, discrimination, and gender-based violence, where the rights and dignity of every individual are respected and upheld.

3. Mission

Our mission is to prevent and address incidents of sexual harassment through education, awareness, and effective redressed mechanisms, in compliance with the UGC regulations and relevant laws.

4. Objectives

The objectives of the Internal Complaints Committee are as follows:

- To encourage the students to express their grievances/ problems freely and frankly without any fear of being victimized.
- To provide a safe and confidential platform for reporting and addressing complaints of sexual harassment.
- To ensure prompt and impartial investigation of complaints, respecting the principles of natural justice and due process.
- To provide support and assistance to complaints, respondents, and witnesses throughout the complaint resolution process.
- To recommend appropriate remedial measures, disciplinary actions, and preventive measures to address instances of sexual harassment and prevent recurrence
- To promote awareness and sensitization on issues related to sexual harassment prevention and redressed among all members of the college community.

5. Composition

The Integral Complaints Committee shall be constituted in accordance with the UGC regulations and shall consist of the following members:

ICC COMMITTEE COMPOSITION

S.No	Name	Designation	Position
1	Smt.R. Thilagavathy	Ex- Chairman (Gudiyatham Municipality)	Chair Person
2	Ms. L.Anbarasi	Advocate	External Member
3	Prof. D.Venda	Assistant Professor (Maths)	Co-Ordinator
4	Dr. D.Aswini	Assistant Professor (English)	Member
5	Prof. C.Kavitha	Assistant Professor (Microbiology)	Member
6	Prof. R.ThendralArasi	Assistant Professor (Maths)	Member
7	Prof. K.Gandhimathi	Assistant Professor (Chemistry)	Member
8	Prof. V.Gayathri	Assistant Professor (BBA)	Member
9	Prof. R.Sangeetha	Assistant Professor (Tamil)	Member
10	Prof. D.Vijayalakshmi	Assistant Professor (BCA)	Member
11	Prof. K.Aruna	Assistant Professor (Computer science)	Member
12	Prof. D.Thenmozhi	Assistant Professor (Commerce)	Member
13	Prof. R.Sangeetha	Assistant Professor (Biochemistry)	Member
14	Prof. K Sri Lakshmi	Assistant Professor (Commerce CA)	Member
15	Ms. R.Jayanthi	Administrator	Member
16	Mrs. M. Jayanthi	Administrator	Member
17	Ms. M.Menaka (II-M.A.English)	Student representative	Student
18	Ms. S.Sarala (II-B.Sc.,Maths)	Student representative	Student

6. Functions

The functions of the Internal Complaints Committee shall include but are not limited to, the following:

- Receiving, registering, and investigating complaints of sexual harassment in accordance with the UGC regulation and the college's policies and procedures.
- Conducting impartial and thorough investigations into complaints, maintaining confidentiality and privacy for all parties involved.
- Offering support, guidance, and counselling services to complaints, respondents, and witnesses throughout the complaint resolution process.
- Recommending appropriate remedial measures, disciplinary actions, and preventive measures based on the findings of the investigation and the UGC regulations.
- Conducting awareness programs on sexual harassment preventions and redressal for all members of the college community.

7. Procedures

The procedures for filling, processing, and resolving complaints of sexual harassment shall be in accordance with the UGC regulations and the college's policies and procedures.

- Procedure for filing a complaint with the ICC Sexual Harassment complaints must be hand-written or typed on paper.
- The nature of the complaint, as well as dates and locations, should be fully specified.
- Conducting timely and impartial investigations into complaints, respecting the rights of all parties involved.

- Offering opportunities for mediation, conciliation, or informal resolution of complaints where appropriate and with the consent of the parties involved.
- Issuing written decisions or recommendations based on the findings of the investigations and the UGC regulations.
- Providing avenues for appeal or review of decisions in accordance with the UGC regulations and the college's policies and procedures.

8. Review and Revision

The policy document shall be subject to periodic review and revision as necessary to ensure compliance with the UGC regulations and the evolving needs of the college community. Proposed changes shall be considered by the Internal Complaints Committee and approved by the appropriate authorities.

9. Conclusion:

The Internal Complaints Committee (ICC) plays a vital role in upholding the rights, dignity and safety of all members of all members of the college community. Through its commitment to prevention, Redressal, and awareness-raising, the ICC seeks to create a campus environment that is free from sexual harassment and conducive to learning, growth, and development.


Prepared by

Reviewed by

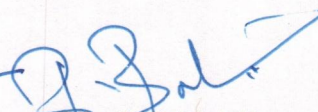
Approved by



Prof. D. VENDA
Co-ordinator



Dr. D. MANIKANDAN
Dean – Academic



Mr. B. BALAJI
IQAC Co-ordinator



Dr. M. SENTHILRAJ
Principal

