



KRISTU JYOTI COLLEGE OF MANAGEMENT AND TECHNOLOGY

An ISO : 9001 - 2015 Certified Educational Institution
Affiliated to M.G. University, Kottayam
Approved by AICTE, New Delhi

INTERNAL COMPLAINTS COMMITTEE

ANNUAL REPORT

2018-2019



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Internal Complaints Committee (ICC) 2018 – 2019

The Internal Complaints Committee (ICC) is a mandatory body that every educational institution in India, including colleges, must establish as per the guidelines of the University Grants Commission (UGC) and the Supreme Court of India. The ICC of the college is responsible for dealing with complaints of sexual harassment made by students, faculty members, or staff members.

The main objective of the ICC is to create a safe and inclusive environment in the college, to prevent sexual harassment, and to provide a platform for individuals to report any incidents of sexual harassment. The committee is also responsible for investigating the complaints and taking appropriate action against the perpetrator.

The ICC is comprised of members who have knowledge of the legal provisions related to sexual harassment. The ICC follows a specific process for handling complaints, which includes receiving the complaint, conducting an inquiry, and submitting a report of the findings to the college authorities. The committee also ensures the confidentiality of the complainant and the witnesses throughout the investigation process.

Objectives

- Prevention of Sexual Harassment: The primary objective of the ICC is to prevent sexual harassment in the college and create a safe and inclusive environment for all individuals associated with the college.
- Addressing Complaints: The ICC is responsible for addressing complaints related to sexual harassment made by students, faculty members, or staff members. The committee ensures that the complaints are addressed in a timely and efficient manner and that the complainant's confidentiality is maintained throughout the investigation process.
- Providing Support to the Complainant: The ICC provides support and guidance to the complainant throughout the investigation process. The committee ensures that the



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complainant is not victimized or discriminated against in any manner and that their rights are protected.

- **Conducting Inquiries:** The ICC is responsible for conducting inquiries into complaints of sexual harassment. The committee investigates the matter, collects evidence, and submits a report of the findings to the college authorities.
- **Disciplinary Action:** The ICC is responsible for recommending disciplinary action against the perpetrator of sexual harassment, depending on the severity of the offence.
- **Awareness:** The ICC conducts awareness programs and workshops to create awareness about sexual harassment and the legal provisions related to it. The committee also educates individuals about the process of filing a complaint and the support available to them.

Overall, the ICC plays a crucial role in preventing sexual harassment, providing support to the complainant, and ensuring that the college environment is safe and inclusive for all individuals associated with the college.

Internal Complaints Committee Members 2018 - 2019

1. Rev Fr Joshy Cheeramkuzhy CMI (Principal & Chairperson)
2. Dr Varghese Antony (Vice - Principal)
3. Dr. Anu Antony (IQAC Coordinator, Associate Professor, Department of Commerce)
4. Dr. Twinkle Jacob (Convenor & Assistant Professor, Department of Geology)
5. Ms. Dhannya J (Assistant Professor, Department of Computer Applications)
6. Ms. Tincy George (Assistant Office Superintendent)



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Report of Internal Complaints Committee Activities 2018 - 2019

SAFETY@COLLEGE

An orientation programme titled “Safety@College” was organized by the Internal Complaints Committee on September 04, 2018 at 11 AM. The programme aimed to create awareness among faculty members, and non-teaching staff about the measures to prevent sexual harassment in the college premises.



The programme was held in the Seminar Hall of the college and was attended by student representatives, faculty members, and non-teaching staff. The event was inaugurated by the Manager of the Kristu Jyoti Group of Institutions, Rev. Fr. Thomas Choolaparambil CMI, who emphasized the importance of such programmes in creating a safe and secure learning environment for all.

After the talks an interactive session was held where the participants were encouraged to ask questions and clarify their doubts. Many participants came forward with their queries and the speakers patiently answered all the questions. The orientation programme "Safety @college" was a success as it helped in creating awareness among the students and staff members about sexual harassment and the measures to prevent it. The programme also helped in sensitizing the participants towards the issue and emphasized the importance of creating a safe and inclusive learning environment for all.



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SAFE KIDS

The orientation programme, “Safe Kids”, on Child Sexual Abuse was organized by the ICC of Kristu Jyoti College in MGM High School, Thiruvalla on March 05, 2019 at 12 PM. The programme aimed to create awareness among students, parents, and teachers about the menace of child sexual abuse and to educate them about the ways to prevent it.



The programme was conducted by Mr. Acewin Augustine, Faculty, Department of English, Kristu Jyoti College of Management and Technology. Mr. Acewin Augustine has vast experience in conducting such awareness programmes across the state. He started the programme with a presentation on child sexual abuse. He explained the various forms of child abuse, its causes, and the long-term impact it can have on the child. He also spoke about the warning signs of child abuse and how to recognize them. He then went on to talk about the ways to prevent child abuse. He emphasized the importance of communication and building trust between parents and children. He also spoke about the role of teachers and how they can create a safe and supportive environment for the students.

After the presentation, an interactive session was held where the students, parents, and teachers were encouraged to share their experiences and ask questions. Many participants came forward with their queries and Mr. Acewin patiently answered all the questions.

The orientation programme on Child Sexual Abuse was a great success as it helped in creating awareness among the students, parents, and teachers about the issue of child abuse. The programme also helped in sensitizing the participants towards the issue and emphasized



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the importance of creating a safe and supportive environment for the children. We hope that such programmes will be organized in the future as well to keep the issue alive and create a safe space for all the children.