



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

2019-2020



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Internal Complaints Committee (ICC) 2019 – 2020

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 2019 - 2020

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 2019 - 2020

BREAK THE SILENCE

An orientation programme titled "Break the Silence" against Sexual Harassment was organized by the Gender Sensitization Cell on July 15, 2019. The programme aimed to create awareness among students, faculty members, and non-teaching staff about the measures to prevent sexual harassment in the college premises and to encourage them to speak out against such incidents.



The programme was held in the Seminar Hall of the college and was attended by students, faculty members, and non-teaching staff. The event was inaugurated by the Principal Rev Fr Joshy Cheeramkuzhy CMI, who emphasized the importance of such programmes in creating a safe and secure learning environment for all.

Dr Varghese Antony, Vice - Principal, in his talk, focused on the legal aspects of sexual harassment and explained the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013. He also spoke about the role of the Internal Complaints Committee (ICC) in dealing with cases of sexual harassment and the process of filing a complaint with the ICC.



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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 "Break the Silence" against Sexual Harassment 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 encouraged the participants to speak out against such incidents and emphasized the importance of creating a safe and inclusive learning environment for all.

TOGETHER WE CAN

The Internal Complaints Committee (ICC) of the College organized an essay writing competition on the topic "Together We Can" on February 11, 2020, to raise awareness about sexual harassment and promote the importance of reporting incidents of harassment. The competition was open to all students of the college, and the essays were evaluated by a panel of judges based on specific criteria.



The essay competition "Together We Can," invited participants to share their thoughts on how individuals, organizations, and society as a whole can work together to prevent sexual harassment and create a safer environment for everyone.



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The essays were evaluated based on the following criteria:

- Relevance to the topic
- Originality and creativity
- Clarity and coherence of ideas
- Use of evidence and examples
- Overall impact and quality of writing

After careful evaluation of all the essays, the panel of judges announced winners who were awarded prizes and certificates to honor their achievement. The essay writing competition "Together We Can" organized by the ICC was a great success in raising awareness about sexual harassment and encouraging students to think critically about ways to prevent it. By providing a platform for students to express their views, the competition helped to create a dialogue and engage the college community in efforts to prevent sexual harassment. The ICC should continue to organize such events in the future to promote a safe and inclusive environment for all.