

## MAHARAJA'S COLLEGE (AUTONOMOUS) ERNAKULAM

### Internal Complaints Committee (ICC)

As per the law, an Internal Complaint Committee is effectively functioning in our College. Sexual harassment at workplace is a ragging problem throughout our country. The Internal Complaints Committee is formed according to the provisions of the sexual harassment of women at workplace Act. It is considered as a best practice of an institution. It has been formed to provide protection against sexual harassment of women at the workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith.

#### Objectives:

The objectives of the Internal Complaint Committee are as follows:

- To develop a policy against sexual harassment of women at the institution.
- To ensure the implementation of the policy, proper reporting of the complaints and their follow-up procedures.
- To give proper awareness about the nature of harassments. (This may be done by conduction of workshops and by a continuous attitude of awareness among the residents of the institution.)
- To promote a social and psychological environment to raise awareness on sexual harassment in its various forms.
- To publicise the policy in different languages, especially through noticeboards and distribution of pamphlets. Also publicise the names and phone numbers of members of the committee.

#### Report of the minutes - 2018-2019

The meeting of Internal Complaints Committee of Maharajas College was held on 11<sup>th</sup> March 2019 at 4.00 p.m. in the principal's chamber

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All the committee members introduced themselves. They discussed the policies and functions of the committee. They discussed the importance of such committees in the institution. The members suggested that it is very important to ensure the implementation of the committee, proper reporting of the complaints and their follow-up procedures. The committee should inquire into the matter, gather the required information, prepare a detailed report and send their recommendation for the actions needed to be taken in each case individually. To prevent these types of harassments, give proper awareness to all; through different programmes like workshops, orientations, seminars etc. The committee also decided to publicise the names and phone numbers of the committee members, for the smooth functioning of the Internal Complaints Committee. The meeting adjourned at 5.00.p.m.

Members Present :

- Dr. Indu Velsar , Asst. Prof. Hindi Dept. - Chairman
- Dr. Noble .P.S , Asst. Prof. Philosophy Dept.
- Dr. Suja. T.V , Asst. Prof. English Dept.
- Dr.Sherin Yohannan - Librarian
- Smt. Jyothi Narayanan - NGO representative.
- G. Aswathy - Research Scholar
- Arsha .S. Mohanan - Research Scholar

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