



ANTI SEXUAL HARRASMENT CELL 2019-20  
(Internal Complaint Committee)  
MINUTES OF THE MEETING

GENERAL INFORMATION			
MEETING DATE AND TIME	11/09/2019	1.00 pm to 1.30 pm	
MEMBERS PRESENT	Name	Designation	Signature
	Dr. Kavyashree R	Chairperson	
	Dr. Susil Kumar Sahoo	Member Secretary	
	Dr. Prakash	Member	
	Dr. Deepa Gopinath	Member	
	Mrs. Vinitha Thapaskar	Member	
	Mrs. Sathyaveena	Member	

**AGENDA**

To Discuss about the action plans to promote high standard of conduct and values and adherence to College Policy, local, State and Federal Laws governing elimination of sexual harassment of women at the workplace.

**ACTION PLANS**

The discussion of the meeting is as follows:

- Discussed to organize awareness program for the students and women employees of the institution to sensitize them about the rights, entitlements and responsibilities enshrined in the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and the University Grants Commission Regulations 2015. Act and regulations.
- To ensure a campus free of discrimination, harassment, retaliation or sexual assault at all levels by ensuring the smooth redressal procedure by the concerned authority in case of any such complaint pertaining to discrimination or assault received by the women employee or the girl students.
- The committee has decided to display in Notice Boards the penalty and consequences of sexual harassment and
- To share the contact details of members of Sexual harassment elimination Cell and complaints procedure among women employees and girl students.

**DECISION TAKEN**

- Decided to organize sensitization programs on rights, entitlements and responsibilities enshrined in the Sexual Harassment of Women at Workplace to women employees and the same to the girl students of the college.
- Decided to create awareness to all sections of the institutional community on the mechanism put in place for redressal of complaints pertaining to sexual harassment through awareness programs.

Member Secretary (ASHC) &  
Dean, Administration

Chairperson (ASHC) & Principal  
Dr. R. KAVYASHREE  
Principal

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