


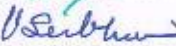
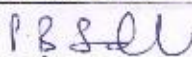
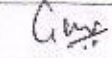
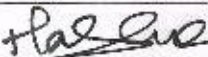
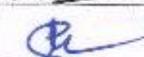
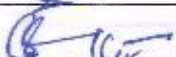

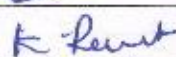
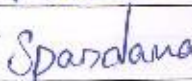
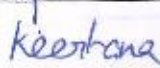
Internal Complaints Committee (ICC)
Anti-Sexual Harassment Cell for Women
KBN College (A) Vijayawada

21.06.18

As per the guidelines of Supreme Court, UGC, Sexual Harassment of Women employees and students in Higher Educational Institutions (Prevention, Prohibition & Redressal) Act, 2013, an Internal Complaints Committee (Anti – Sexual Harassment Cell) has been established by KBN College, Vijayawada in 2013. The Committee has been formed to provide protection against sexual harassment of women at the work place.

An Internal Complaint Committee (ICC) is constituted under the chairman ship of Dr. V. Narayana Rao, Principal K BN College for the academic year 2018-19 with the following members for the prevention and Redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.

Committee

Name	Designation	Mobile	Signature
Dr. V. Narayana Rao, Principal	Chairman	9885839320	
Dr. V. Subhashini, Head, Dept. of Zoology	Convenor	9490196964	
Dr. P.B. Sandhya Sri, Head, Dept. of Physics	Member	8074203008	
Dr. G. Krishnaveni, Head, Dept. of Chemistry	Member	9491130111	
Dr. Mazharunnisa, Head, Dept. of MBA	Member	9493608646	
Smt. O. Sailaja, Asst. Prof. in M.Sc. Chemistry	Member	985019882	
P. Bharathi Devi, Head, Dept. of MCA	Member	9885465836	
M. Janaki, Lecturer in Hindi	Member	9295452820	
K. Renuka, Lecturer in Hindi	Member	9652324428	
Ms. P. Spandana, II MBA	Student member		
M. Keertana III CBZ	Student member	7207417876	

**Internal Complaints Committee (ICC)
Anti-Sexual Harassment Cell for Women
KBN College (A) Vijayawada**

Date: 11.07.2018.

Minutes of the **first meeting** of the Internal Complaints Committee (ICC) on Sexual Harassment Cell of Women at work place. The meeting was held on 11th July 2018 at 12.30 P M in the Principals Chamber of KBN College (A) Vijayawada.

1. Agenda:

- To decide an action plan of the cell for the year 2018-2019.

The following members of ICC attended the Meeting

- Dr. V. Narayana Rao, Principal
- Dr. V. Subhashini, Head, Dept. of Zoology
- Dr. P.B. Sandhya Sri, Head, Dept. of Physics
- Dr. G. Krishnaveni, Head, Dept. of Chemistry
- Dr. Mazharunnisa, Head, Dept. of MBA
- P. Bharathi Devi, Head, Dept. of MCA
- Smt. O. Sailaja, Asst. Prof. in M.Sc. Chemistry
- M. Janaki, Lecturer in Hindi
- Ms. P. Spandana, II MBA
- M. Keertana, III B.Sc. (CBZ)

Chairman *(Rao)*
Convenor *(Subhashini)*
Member *(P.B.S.S.)*
Member *(G.K.)*
Member *(Mazharunnisa)*
Member *(P.B.D.)*
Member *(S.O.)*
Member *(M.J.)*
Student Member *(Spandana)*
Student Member *(Keertana)*

2. Minutes:

- Dr. V. Subhashini, Convenor of the cell welcomed all the members of the committee and explained the purpose of the meeting. She welcomed suggestions from all the members to make it effective.
- The committee had discussions at length and the following resolutions were made.

3. Resolutions:

All the members decided to

- a) Make an action plan for the year 2018-2019 to ensure safety of the women staff and girl students in the college campus.
- b) Make them aware about the functions and guidelines of the anti-sexual harassment cell for women.
- c) Aware them about the procedure to make complaints if they have any problem regarding sexual harassment
- d) To organise a Seminar/ workshop in the months of September and November of 2018 to spread the message of gender sensitisation.
- e) Dr. P.B. Sandhya Sri, Head, Dept. of Physics concluded the meeting with the vote of thanks.

**Internal Complaints Committee (ICC)
Anti-Sexual Harassment Cell for Women
KBN College (A) Vijayawada**

Date: 21.08.2018.

Minutes of the **second meeting** of the Internal Complaints Committee (ICC) on Sexual Harassment Cell of Women at work place. The meeting was held on 21st August, 2018 at 12.30 P M in the Principals Chamber of KBN College (A) Vijayawada

1. Agenda:

- To conduct a program on women rights and women protection Acts.
- To prepare display boards of 'Anti-Sexual Harassment Cell' and to set up a complaint drop box in the college premises.

The following members of ICC attended the Meeting

- Dr. V. Narayana Rao, Principal
- Dr. V. Subhashini, Head, Dept. of Zoology
- Dr. P.B. Sandhya Sri, Head, Dept. of Physics
- Dr. G. Krishnaveni, Head, Dept. of Chemistry
- Dr. Mazharunnisa, Head, Dept. of MBA
- P. Bharathi Devi, Head, Dept. of MCA
- Smt. O. Sailaja, Asst. Prof. in M.Sc. Chemistry
- M. Janaki, Lecturer in Hindi
- Ms. P. Spandana, II MBA
- M. Keertana, III B.Sc. (CBZ)

Chairman *VRao*
 Convenor *V Subhashini*
 Member *PB Sall*
 Member *Gw.*
 Member *slashne*
 Member *ICW*
 Member *A*
 Member *G*
 Student Member *Spandana*
 Student Member *Keertana*

2. Minutes

- a) Dr. V. Subhashini, Convenor of the cell welcomed all the members of the committee and described the role of ICC and said that everyone has a responsibility to contribute to the cause
- b) Minutes of the previous meeting were read and discussed.

3. Action Taken Plan

- a) A plan of action is chalked out regarding the conduction of Seminars, Workshops and Invited talks for the academic year 2018-19.
- b) Booklets about the functions and guidelines of the anti-sexual harassment cell are distributed for women staff

3. Resolutions:

- a. All the members unanimously resolved to conduct a program on women rights and women protection Acts in the month of September or October.
- b. The members discussed on forming posters of 'Anti-Sexual Harassment Cell' specifying guidelines of the cell and display them in the college campus as per the directions given by the central government.
- c. It was also decided a set up a complaint drop box in the college premises.
- d. The committee noted that no complaint of sexual harassment has been received from any girl student.
- e. Dr. P.B. Sandhya Sri, Head, Dept. of Physics concluded the meeting with the vote of thanks.

**Internal Complaints Committee (ICC)
Anti-Sexual Harassment Cell for Women
KBN College (A) Vijayawada**

Date: 05.12.2018.

Minutes of the **Third meeting** of the Internal Complaints Committee (ICC) on Sexual Harassment Cell of Women at work place. The meeting was held on 5th December, 2018 at 12.30 PM in the Principals Chamber of KBN College (A) Vijayawada.

1. Agenda:

1. To review minutes of second meeting of ICC
2. To organize a seminar on Women Issues
3. To arrange a meeting for women staff and students separately.

The following members of ICC attended the Meeting

- Dr. V. Narayana Rao, Principal
- Dr. V. Subhashini, Head, Dept. of Zoology
- Dr. P.B. Sandhya Sri, Head, Dept. of Physics
- Dr. G. Krishnaveni, Head, Dept. of Chemistry
- Dr. Mazharunnisa, Head, Dept. of MBA
- P. Bharathi Devi, Head, Dept. of MCA
- Smt. O. Sailaja, Asst. Prof. in M.Sc. Chemistry
- M. Janaki, Lecturer in Hindi
- Ms. P. Spandana, II MBA
- M. Keertana, III B.Sc. (CBZ)

Chairman *Rao*

Convenor *V. Subhashini*

Member *P.B. Sandhya Sri*

Member *G. Krishnaveni*

Member *Mazharunnisa*

Member *P. Bharathi Devi*

Member *O. Sailaja*

Member *M. Janaki*

Student Member *Spandana*

Student Member *Keertana*

2. Minutes:

- Dr. V. Subhashini, Convenor of the cell welcomed all the members of the committee and described the role of ICC and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.

3. Action Taken Plan

- As per the minutes of second meeting of ICC an Awareness program was organised on "Women rights" to the Girls Students by Smt. M. Babitha, Mahila Sessions Judge, Vijayawada on 27th October 2018.
- Posters of 'Anti-Sexual Harassment Cell' with the guidelines of the cell are displayed in the college campus.
- A complaint drop box is arranged near the library in the college premises

4. Resolutions:

- The committee noted that no complaint of sexual harassment has been received from any girl student or women staff.
- The members discussed various news regarding sexual harassment published in the newspapers and decided to prevent such events in the college campus through an awareness campaign on anti-sexual harassment. Based on this it is resolved to arrange meetings to Women staff and students separately.
- It is also resolved to organize a seminar on sexual harassment of women in the month of December or January, in association with AP State Commission for Women by inviting Smt. Nannapaneni Raja Kumari, Chair Person, A. P. State Commission for women as chief guest.
- The meeting was concluded with the vote of thanks.