

Internal Complaint Committee

Committee Co-Ordinator: Sirisha Panda

Functions of the committee:

1. Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student teacher relationship etc.
2. Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
3. Suggestion / complaint Box have been installed in front of the Administrative Block in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
4. Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
5. Advising All the Students to refrain from inciting Students against other Students, teachers and College administration Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
6. Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.
7. The committee's important and main function will be to look in to the grievances put forward by the women employees of the college. Irrespective of the fact as whether such a complaint is against a Male Employee or Women employee.
8. The committee shall receive all the complaints in writing under the proper and correct signature of the complainant The complaints may range from use of unparliamentary language, passing unwanted comments, making indecent statements, passing remarks about one's character / behavior, making indecent gestures , passing and making jokes about one's efficiency in public, and trying to befriend a lady / female member with a malafide intentions, being harsh to a female member after knowing about her weaknesses / drawbacks and trying to take undue advantage of the situation etc and may many more which could be brought under the Heading HARASSMENT (Physically and Mentally)
9. They shall initially go through the complaint.
10. Call for the compliant and have a clear dialogue about the complaint, it's source, time of happening of the incidents, details of the witnesses around and further consequences if any.
11. They shall carry out an impartial analysis of the complaint complainant's own behavioral pattern in and outside the college, her background, her peer group members, others, her performance in the college her antecedents.
12. After coming to the conclusion that prima facie the compliant has some substance and deserves to be redressed, as a next step they shall summon the person against whom the complaint has been made whether Male or Female. Inform her/him about the existence complaint against her/him