



SAI RANGA POLYTECHNIC

(Promoted by Sri Venkata Ganapathi Educational Society)

Approved by AICTE & Affiliated to SBTET, AP

Pothanapalli (V), S.Kota (M), Vizianagaram- 535145

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Ref: SPC/AICTE/IQAC/2026-27/004

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INTERNAL COMPLAINTS COMMITTEE

INTRODUCTION

Collage is committed to providing a **safe and secure environment for all employees and students**. To prevent and address incidents of sexual harassment at the workplace, the institution has constituted an **internal complaints committee (ICC)** as per the provisions of the **POSH Act, 2013** and the guidelines followed by the all India council for technical education.

COMPOSITION OF THE INTERNAL COMPLAINTS COMMITTEE

The following members are nominated to constitute the **Establishment of Internal Committee** for the academic year **2026-2027**.

S.NO	NAME OF THE STAFF	DESIGNATION
1.	B.NARESH	CHAIR PERSON
2.	G.THARUN	FACULTY MEMBER
3.	I.PAVAN KUMAR	FACULTY MEMBER
4.	I.VIJAYALAXMI	FACULTY MEMBER
5.	S.MAMATHA SANADHYA RANI	FACULTY MEMBER
6.	A.YAMINI	STUDENT MEMBER
7.	CH.SANYASI NAIDU	STUDENT MEMBER
8.	A.JOSEPH SHETTY	STUDENT MEMBER

OBJECTIVES OF THE INTERNAL COMPLAINTS COMMITTEE

The objective of the internal committee are:

- To prevent sexual harassment at the workplace
- To provide a safe environment for women employees and students.

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NARESH**

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- To address complaints related to harassment in a confidential and fair manner.
- To promote awareness about gender equality and workplace dignity.

DUTIES AND RESPONSIBILITIES OF THE INTERNAL COMPLAINTS COMMITTEE

- Ensure that the institution maintains a workplace free for sexual harassment.
- Receive and examine complaints related to sexual harassment from employees or students.
- Conduct a fair and confidential inquiry into complaints received.
- Organize seminars, workshops, and awareness programs on gender sensitization.
- Maintain strict confidentiality during investigation and decision making processes.

COMPLAINTS PROCEDURE

- Any aggrieved person may submit a complaint in writing or through the official website/email of the internal committee regarding incidents of sexual harassment at the workplace.
- The complaints should be filed within three months of the incident.
- The committee shall conduct an inquiry and recommend appropriate action.

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