



Aditya College of Engineering & Technology

(Permanently Affiliated to JNTUK Kakinada, Approved by AICTE – New Delhi, Accredited by NAAC – UGC)

Recognized by UGC under section 2(f) & 12(B) of UGC Act 1956

Aditya Nagar, ADB Road, Surampalem - 533437

Ref: ACET / ICC / 2018-19 / CO

Date: 03-07-2018

Internal Complaints Committee – Convening Order

AY 2018 – 2019

As per the guidelines of AICTE, Aditya College of Engineering and Technology, Surampalem constituted an Internal Complaints Committee (ICC). The ICC is revised with the following members for the academic year 2018-19. The committee members have to take charge within a week and request to prepare an action plan for the current academic year

S.No	Name of the Committee Members	Designation	Position
1	Mrs B V Vijayasri	Assoc. Professor	Presiding Officer
2	Mrs D Haritha	Asst. Professor	Coordinator-1
3	Mrs K Kalyani	Asst. Professor	Coordinator-2
4	Ms Sridevi	NGO	Member
5	Mr. K Srinivasa Rao	Lab Technician	Member
6	Ms. V Rama Tulasi	Lab Technician	Member
7	G V V Siva Jyothi (15P31A0414)	Student	Member
8	S L Sowmya Deepika (16P31A0234)	Student	Member
9	G Sri Monika (16P31A0109)	Student	Member

Copy to:

1. All member of the Committee
2. IQAC

Principal

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Ref: ACET/ICC/2018-19/Circular/1

Dated: 7/07/2018

CIRCULAR

This is to inform all the ICC members to gather in ACET Seminar Hall, Visvesvaraya Bhavan on 10/07/2018 at 2.30 PM to discuss the action plan for the academic year 2018-19.

Agenda of the Meeting:

1. Introduce new members of the committee.
2. Plan to conduct various awareness programs on gender sensitization and prevention of sexual harassment

ICC Presiding Officer

CC to: All the ICC Members

Principal

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Ref: ACET/ICC/2018-19/MOM/1

Dated: 10/07/2018

Minutes of Meeting of ICC

Date of meeting: 10th July 2018

Venue : ACET Seminar Hall, Visvesvaraya Bhavan

Reference : ACET/ICC/2018-19/Circular/1 dated 7/07/2018

Agenda of the Meeting:

1. Introduce new members of the committee.
2. Plan to conduct various awareness programs on gender sensitization and prevention of sexual harassment.

Minutes:

1. The presiding officer welcomed the members of the ICC. New members were introduced and the importance of ICC was explained along with the mechanism of working.
2. Discussed conducting various awareness programs in the semester on gender sensitization & prevention of sexual harassment.
3. Orientation of the ICC working mechanism to be given to first-year students.

The following members attended the meeting:

S.No.	Name of the Committee Members	Designation	Position	Signature
1	Mrs B V Vijayasri	Assoc. Professor	Presiding Officer	
2	Mrs D Haritha	Asst. Professor	Coordinator-1	
3	Mrs K Kalyani	Asst. Professor	Coordinator-2	
4	Ms Sridevi	NGO	Member	
5	Mr. K Srinivasa Rao	Lab Technician	Member	
6	Ms. G Gowri	Lab Technician	Member	
7	G V V Siva Jyothi(15P31A0414)	Student	Member	
8	S L Sowmya Deepika (16P31A0234)	Student	Member	
9	G Sri Monika(16P31A0109)	Student	Member	

ICC Presiding Officer

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Ref: ACET/ICC/2018-19/Circular/2

Dated: 9/06/2019

CIRCULAR

This is to inform all the ICC members to gather in ACET Seminar Hall, Visveswaraya Bhavan on 11/06/2019 at 2.30 PM to discuss the General Report for the academic year 2018-19. All the members are requested to attend the meeting without fail.

Agenda of the Meeting:

1. Closure of the academic year 2018-19
2. Presenting Annual General Report for the academic year 2018-19.

ICC Presiding Officer

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CC to: All the ICC Members

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Ref: ACET/ICC/2018-19/MOM/2

Dated: 11/06/2019

Minutes of Meeting of ICC

Date of meeting: 11th June 2019

Reference : ACET/ICC/2018-19/Circular/2 dated 09/06/2019

Agenda of the Meeting:

1. Closure of the academic year 2018-19
2. Presenting Annual General Report for the academic year 2018-19.

Minutes:

1. The Presiding Officer welcomed all the members of the committee and applauded everyone for the efforts made by each for the smooth conduction of the events throughout the year.
2. The Presiding officer presented the annual general report about the various events conducted by the committee in the past year.
3. No grievances were filed in this academic year.

The following members attended the meeting:

S.No.	Name of the Committee Members	Designation	Position	Signature
1	Mrs B V Vijayasri	Assoc. Professor	Presiding Officer	
2	Mrs D Haritha	Asst. Professor	Coordinator-1	
3	Mrs K Kalyani	Asst. Professor	Coordinator-2	
4	Mrs Sridevi	NGO	Member	
5	Mr. K Srinivasa Rao	Lab Technician	Member	
6	Ms. V Rama Tulasi	Lab Technician	Member	
7	G V V Siva Jyothi(15P31A0414)	Student	Member	
8	S L Sowmya Deepika (16P31A0234)	Student	Member	
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ICC Presiding Officer

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Annual Report of ICC for the academic year 2018-19

Sl.no	Particulars	Information
1	Number of complaints on sexual harassment received in the year	0
2	Number of complaints disposed off during the year	0
3	Number of cases pending for more than 90 days	0
4	Number of events/ awareness programmes organized to create awareness against sexual harassment conducted during the year	7
5	Nature of action	-

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INTERNAL COMPLAINTS COMMITTEE (ICC)

LIST OF PROGRAMS CONDUCTED

ACADEMIC YEAR 2018-19

S.No	Name of the event	Date	Resousce Person	No.of.Participant s
1	Orientation Program on Personality Development and Leadership Qualities	16.07.2018	Mr. T. Rama Krishna	70
2	Seminar on " How to curb Eve-teasing"	21-07-2018	Mr.G.Sattibabu	60
3	Orientation program on "Life is Precious"	11.08.2018	Mr. T. Rama Krishna	58
4	SAMATVA-Seminar on Suicide Prevention-Across the life span	10-09-2018	Dr.NivedithaVasireddy	100
5	Awareness program on "Prevention of Acid & Burn violence"	24-10-2018	Mr. C.Rajashekarreddy	100
6	JAGRUTHI-Elocution on "Significance of Yoga in Modern Living"	07-12-2018	Dr.V.VijayasriBolisetty	25
7	Photography Contest-"Women in rural India" on occasion of Women's Day	08-03-2019	Mrs. Rama Vasantha	20


ICC Presiding Officer


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INTERNAL COMPLAINTS COMMITTEE (ICC)

Budget Spent on Programs conducted

ACADEMIC YEAR 2018-19

S.No	Name of the event	Date	Budget Spent
1	Orientation Program on Personality Development and Leadership Qualities	16.07.2018	Rs 1000/-
2	Seminar on "How to curb Eve-teasing"	21-07-2018	Rs 3000/-
3	Orientation program on "Life is Precious"	11.08.2018	Rs 1000/-
4	SAMATVA-Seminar on Suicide Prevention-Across the life span	10-09-2018	Rs 2000/-
5	Awareness program on "Prevention of Acid & Burn violence"	24-10-2018	Rs 3000/-
6	JAGRUTHI-Elocution on "Significance of Yoga in Modern Living"	07-12-2018	Rs 1200/-
7	Photography Contest-"Women in rural India" on occasion of Women's Day	08-03-2019	Rs 1000/-

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Report on awareness program - "Personality Development and Leadership Qualities"

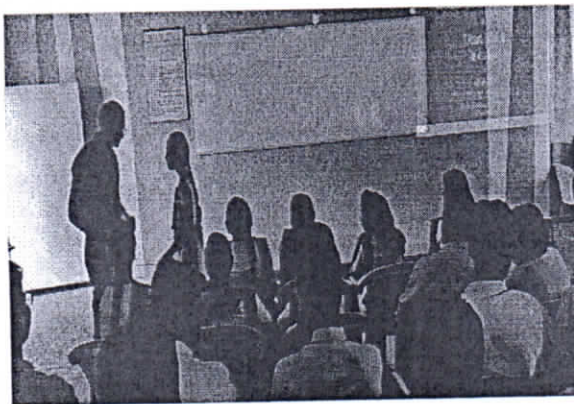
Date: 16/07/2018

Venue: Room No.201, C.V.RAMAN Bhavan

No of Participants: 70

Name of Chief Guest: Mr. T.Ramakrishna

Internal Complaints Committee organized an awareness program on Personality Development and Leadership for II year students. In this event 70 students of different branches are participated. The chief guest Mr.T.Ramakrishna, Assistant.Professor H&BS, ACET was introduced by Ms.S.Vani. He delivered a great lecture and explained about the personality development, which is very important because it helps the students to live their lives in a better way. It builds confidence in students and helps them to look in a positive perceptive. He focuses on improving the life style of the students and how to manage their stress and to maintain good health conditions. Leadership development program gives people important leadership skills, such as communication skills, motivation and inspiration, as well as better decision-making skills and accountability. Guest replied to the queries of the students and students actively interacted with him. Vote of thanks given by Mrs.S.vani, Memento was presented by Mr.M.Srinivas, Asst.Prof. All students have participated very actively and enjoyed the session.




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Report on Awareness program on “How to Curb Eve Teasing”

Date: 21/07/2018

Venue: Room no 119, Visveswaraya Bhavan

No of Participants: 50

Name of Chief Guest: Mr. Satti babu

Internal Complaints Committee organized an awareness program on “**How to Curb Eve Teasing**” on 21st July 2018 at visveswaraya bhavan at ACET. The Chief Guest, Mr.Sattibabu is invited and total 50 students are participated. He discussed that the eve teasing is being treated as a momentous problem now a days. Many students are choosing the way to be suicide for this reason. Many students actively interacted with the guest. Finally, the guest concluded the session by discussing few steps to avoid eve teasing. Students are actively participated in this session and the event is successfully by felicitating the guest of the day.



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A Report on "Awareness Program on Life is precious"

Event Name: Awareness Program on "Life is precious"

Speaker of the Event: Mr. T. Ramakrishna

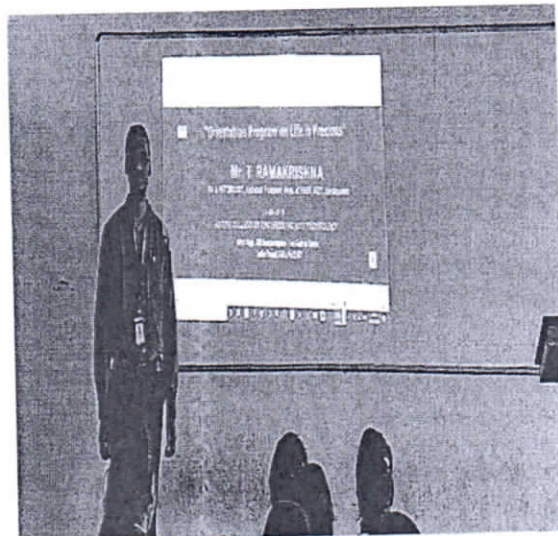
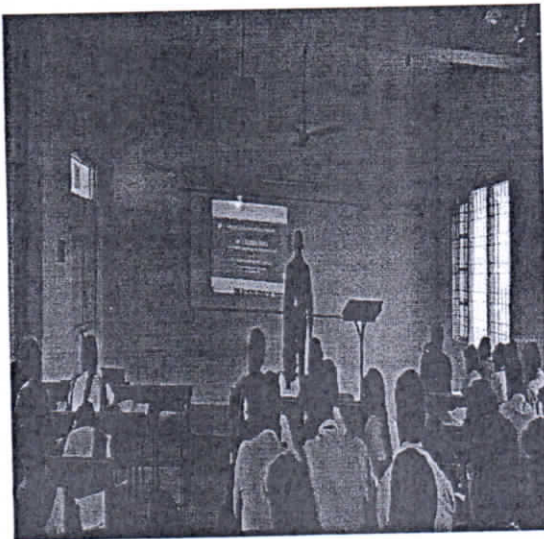
Venue: Room no 207, Visveswaraya Bhavan

Year of students: II, III year ECE, CSE, Mech and EEE students

Date: 11-08-2018

No of students enrolled: 58

Counseling Committee was conducted an awareness program on Mental Health and Emotional Balance to motivate students to deal with stress and stay focused for II, III-year students. In this event 58 students participated and speaker discussed that one great lecture that enables us to control thoughts and have a balanced and attentive mind control. To be leaders and advance professionally in today's world, one needs be strong enough to deal with stress and stay focused. She mentioned about benefits of Mind control and emotional balance. All students have participated very actively and enjoyed the session.




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A Report on "Suicide Prevention-Across the life span"

Speaker: Dr. Niveditha Vasireddy M.D

Year of Students: I Year CSE, IT, ECE

Venue: Visveswaraya Bhavan, Seminar Hall

Date: 10-09-2018

No. of students participated: 100

Internal Complaint Committee organized a seminar for the girl students and lady staff members in the college. The event was marked by "Suicide Prevention-Across the life span" as suicide is a desperate attempt to escape suffering that has become unbearable. Blinded by feelings of self-loathing, hopelessness, and isolation, a suicidal person can't see any way of finding relief except through death. But despite their desire for the pain to stop, most suicidal people are deeply conflicted about ending their own lives. They wish there was an alternative to suicide, but they just can't see one in order to come out of such feelings and not to hold it inside one have to share it with their family, friends and be confident to handle such situations Dr. Niveditha shared her views on related issues. All students have actively participated in the event.



Guest interacting with students.


PRESIDING OFFICER (ICC)


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Report on Awareness program on "Prevention of Acid and Burn Violence"

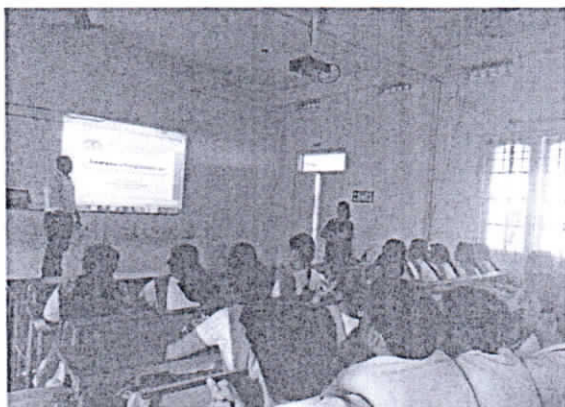
Date: 24/10/2018

Venue: Room no 119, Visveswaraya Bhavan

No of Participants: 50

Name of Chief Guest: Mr. C. Raj Shekar

Internal Complaints Committee organized an awareness program on "Prevention of Acid And Burn Violence " on 24th October 2018 at visveswaraya bhavan. The Chief Guest, Mr.C.Raj Shekar is invited for this event. The guest underlined many points regarding how to end acid attacks on girls and women and also stated that education is only weapon to prevent acid attacks and other forms of violence against women and girls. Prevention should start early in life, by educating and working with young boys and girls promoting respectful relationships and gender equality and also he discussed **Section 326B of IPC** which lays down the punishment for the attempt of throwing acid on someone. According to this section, a person for an attempt to throw acid shall be liable for punishment that would be of minimum 5 years which can even be extended to 7 years accompanied by a fine. The session ended by felicitating the guest of the day and vote of thanks given by Ms.Swati.



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A Report on JAGRUTHI- ELOCUTION PROGRAM ON SIGNIFICANCE OF YOGA IN MODERN LIVING

Event Name: JAGRUTHI- Elocution Program on "Significance of Yoga in Modern Living"

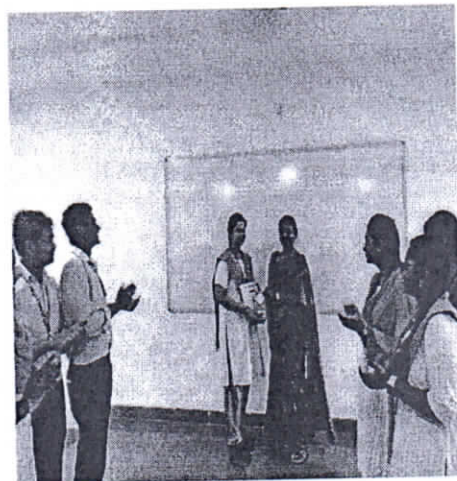
Venue: Room no:107,first floor,Visveswaraya Bhavan

Year of students: II, III-year ECE, CSE, students

Date: 07-12-2018

No of students enrolled: 25

Internal complaints committee conducted a program, JAGRUTHI- Elocution Program on "Significance of Yoga in Modern Living" for II and III-year students. In this event 25 students participated. The elocution is based on the importance of yoga in modern life is abundant. Yoga teaches the knowledge of how to lead a healthy living. It improves our concentration, creativity and sharpens our memory. So another importance of yoga in modern life can be that yoga improves our muscle strength, stamina and bring immune and mental stability



All students have participated very actively and enjoyed the session.

Students participated in elocution competition at room no 107,first floor in Visveswaraya Bhavan.

Presiding officer(ICC)

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A Report on Photography contest for women on the topic of "Women in rural India"

Judge: Mrs. Rama Vasantha

Year of Students: I Year CSE, IT, ECE

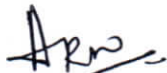
Venue: Visveswaraya Bhavan, Room 107

Date: 08-03-2019

No. of students participated: 20

Report on photography contest:

The Internal complaint cell organized a photography contest for the girl students an in the college. The event was conducted on the occasion of women's day. The topic for the event is "women in rural area". This event brings out the best and capable young women to share their interest and creativity skills. The event encouraged students to enhance their new talent. The pictures brought by students were innovative and clear to understand their view point. At the end of the event, a winner was declared.


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