



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 / 2019-20 / CO

Date: 05-06-2019

Internal Complaints Committee – Convening Order

AY 2019 – 2020

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 2019-20. 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 A R. Vasantha	Assoc. Professor	Presiding Officer
2	Mrs. Sneha M Joseph	Asst. Professor	Coordinator-1
3	Mrs T J L Sarwani	Asst. Professor	Coordinator-2
4	Ms Pavani Sairam	NGO	Member
5	Mr. I Naveen	Lab Technician	Member
6	Ms. N Mary Joycy Deborah	Lab Technician	Member
7	B Manojna S (18P31A0407)	Student	Member
8	M V D Jagannadham (18P35A0264)	Student	Member
9	M V S Prasanna (17P31A04L5)	Student	Member

Copy to:

1. All member of the Committee
2. IQAC

Principal

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Aditya Nagar, ADB Road, Surampalem – 533437

Ref: ACET/ICC/2019-20/Circular/1

Dated: 12/06/2019

CIRCULAR

This is to inform all the ICC members to gather in ACET Seminar Hall, Visvesvaraya Bhavan on 14/06/2019 at 2.30 PM to discuss the action plan for the academic year 2019-20.

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


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Ref: ACET/ICC/2019-20/MOM/1

Dated: 14/06/2019

Minutes of Meeting of ICC

Date of meeting: 14th June 2019

Venue : ACET Seminar Hall, Visvesvaraya Bhavan

Reference : ACET/ICC/2019-20/Circular/1 dated 12/06/2019

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.

The following members attended the meeting:

S.No	Name of the Committee Members	Designation	Position	Signature
1	Mrs. Adiraju Rama Vasantha	Assoc. Professor	Presiding Officer	ARM
2	Mrs. Sneha M Joseph	Asst. Professor	Coordinator-1	Sneha
3	Mrs T J L Sarwani	Asst. Professor	Coordinator-2	TJL
4	Ms Pavani Sairam	NGO	Member	Pavani
5	Mr. I Naveen	Lab Technician	Member	I Naveen
6	Ms. N Mary Joycy Deborah	Lab Technician	Member	N. Mary Joycy
7	B Manojna S (18P31A0407)	Student	Member	B Manojna
8	M V D Jagannadham (18P35A0264)	Student	Member	Jagannadham
9	M V S Prasanna (17P31A04L5)	Student	Member	M.V.S. Prasanna

ICC Presiding Officer

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ACET/ICC/2019-20/Circular/2

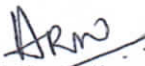
Dated: 4/10/2020

CIRCULAR

This is to inform all the ICC members to gather in ACET Seminar Hall, Visveswaraya Bhavan on 05/10/2020 at 2.30 PM to discuss the General Report for the academic year 2019-20. All the members are requested to attend the meeting without fail by following Covid-19 norms.

Agenda of the Meeting:

1. Closure of the academic year 2019-20
2. Presenting Annual General Report for the academic year 2019-20.


ICC Presiding Officer


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CC to: All the ICC Members


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Minutes of Meeting of ICC

Date of meeting: 5th Oct 2020

Reference: ACET/ICC/2020-21/Circular/2dated 04/10/2020

Agenda of the Meeting:

1. Closure of the academic year 2019-20
2. Presenting Annual General Report for the academic year 2019-20.

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 A R. Vasantha	Assoc. Professor	Presiding Officer	
2	Mrs. Sneha M Joseph	Asst. Professor	Coordinator-1	
3	Mrs T J L Sarwani	Asst. Professor	Coordinator-2	
4	MsPavaniSairam	NGO	Member	
5	Mr. I Naveen	Lab Technician	Member	
6	Ms. NMary Joycy Deborah	Lab Technician	Member	
7	BManojna S (18P31A0407)	Student	Member	
8	MV D Jagannadham(18P35A0264)	Student	Member	
9	MVS Prasanna (17P31A04L5)	Student	Member	

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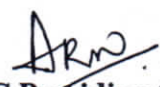


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Annual Report of ICC for the academic year 2019-20

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 2019-20

S.No	Name of the event	Date	Resousce Person	No.of.Participants
1	Debate on "Fight on abuse"	21-06-2019	Mrs. S Vani	50
2	JAGRUTHI-Quiz program on women in science	09-07-2019	Mrs.Sneha M Joseph	28
3	Awareness Program on Mental Health and Emotional Balance	06.08.2019	Mr. T. Rama Krishna	67
4	Awareness program on "Crimes against Women"	14-08-2019	Ms. U Ramya	60
5	SADANA- Guest lecture on "The Budding Future of Our Country"	14-10-2019	Mrs. KavyaShruthi	50
6	Awareness program on "PoSH- The What,Why& How"	19-10-2019	Mrs. Mary Joythi	60
7	SAMATVA-Debate on "How effective are Feminist movement"	10-12-2019	Mr. Siva Chara	25


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INTERNAL COMPLAINTS COMMITTEE (ICC)

Budget Spent on Programs conducted

ACADEMIC YEAR 2019-20

S.No	Name of the event	Date	Budget Spent
1	Debate on "Fight on abuse"	21-06-2019	Rs 1000/-
2	JAGRUTHI-Quiz program on women in science	09-07-2019	Rs 1500/-
3	Awareness Program on Mental Health and Emotional Balance	06.08.2019	Rs 1000/-
4	Awareness program on "Crimes against Women"	14-08-2019	Rs 500/-
5	SADANA- Guest lecture on "The Budding Future of Our Country"	14-10-2019	Rs 1000/-
6	Awareness program on "PoSH- The What,Why& How"	19-10-2019	Rs 500/-
7	SAMATVA-Debate on "How effective are Feminist movement"	10-12-2019	Rs 300/-


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Report on Debate Competition - "Fight on Abuse"

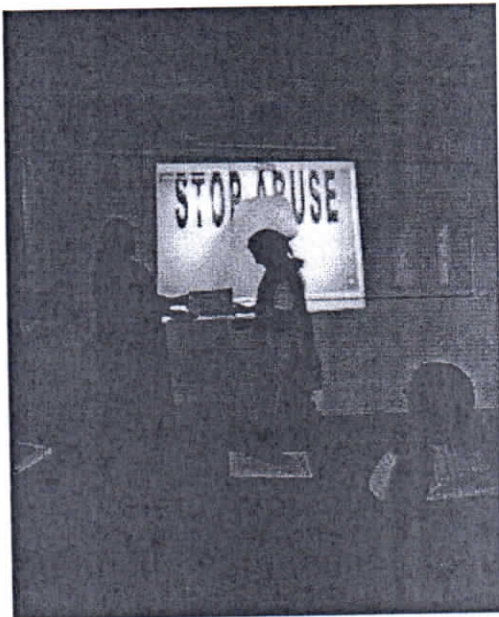
Date: 21/06/2019


Venue: Room no 106, Visveswaraya Bhavan


No of Participants: 50

Name of Chief Guest : Mrs.Vani, Assistant Professor

The Debate Competition was conducted on "Fight on Abuse" on 21st June 2019 at Room no 106, Visveswaraya Bhavan for II B.Tech Students by Internal Complaints Committee. Mrs.Vani, Assistant Professor from EEE, ACET acted as a judge for the event. Nearly, 50 students were actively participated and underlined many factors like Stop Abuse was formed in 1986 to prevent child sexual abuse through education, detection and referral. The potential for this kind of abuse exists for children of every gender, age, race, ethnicity, background, socioeconomic status and family structure. Also the one of students of ECE discussed that one out of four girls and one out of seven boys will have experienced sexual abuse by the time they were below 18 years old. Later prizes has been distributed for the Winners by the judge.




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A Report on JAGRUTHI-A QUIZ PROGRAM ON WOMEN IN SCIENCE

Event Name: JAGRUTHI- QUIZ PROGRAM ON WOMEN IN SCIENCE

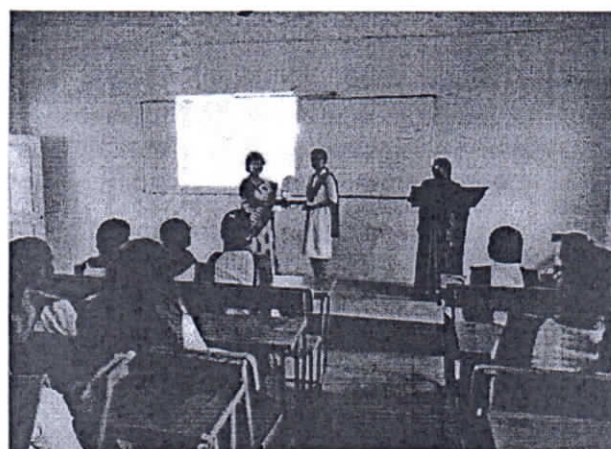
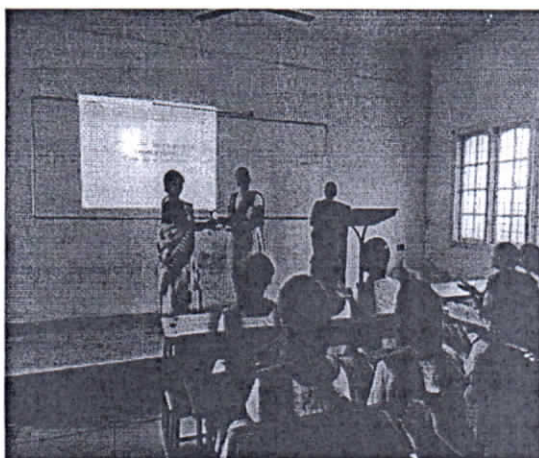
Venue: Room no:105,,first floor,Visveswaraya Bhavan

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

Date: 09-07-2019

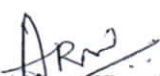
No of students enrolled: 28


Internal complaints committee conducted a program, JAGRUTHI- A Quiz Program on Women In Science Young Girls Achievements for II and III-year students. In this event 28 students participated. The quiz is based on Girls History is full of women who made enormous contributions to science. Some of them are rightfully well-known, like Marie Curie, Ada Lovelace and Rosalind Franklin. But others, like fossil hunter Mary Anning and NASA pioneer Katherine Johnson, aren't such household names..



All students have participated very actively and enjoyed the session.

Students participated in quiz competition at room no 105,first floor in Visveswaraya Bhavan.


Presiding officer(ICC)


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A Report on "Mental Health and Emotional Balance"

Event Name: Awareness Program on "Mental Health and Emotional Balance"

Speaker of the Event: Mr. T. Ramakrishna

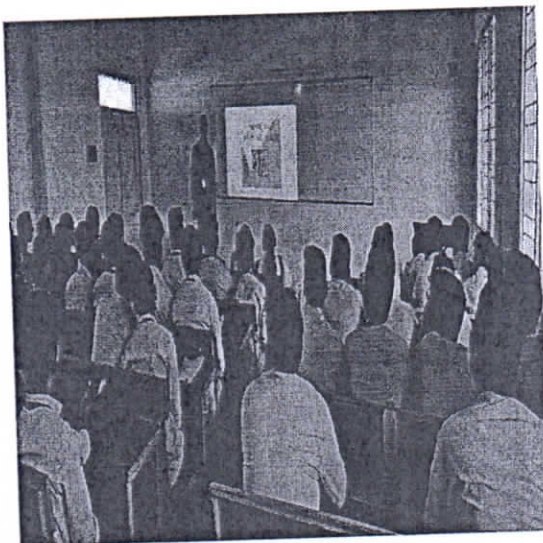
Venue: Room no 207, Visveswaraya Bhavan

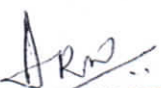
Year of students: II year ECE, CSE, Civil and EEE students

Date: 06-08-2019

No of students enrolled: 67

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 year students. In this event 67 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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Report on Awareness program on “Crimes against Women”

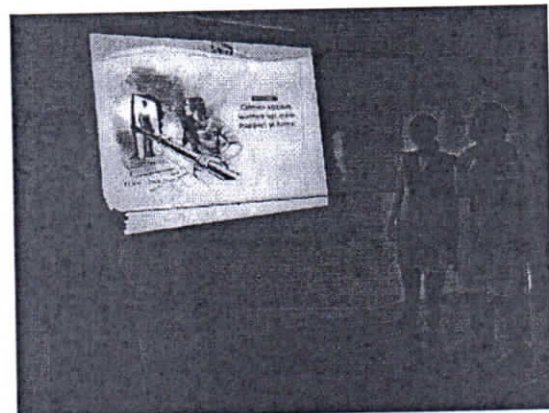
Date: 14/08/2019

Venue: Room no 107, Visveswaraya Bhavan

No of Participants: 60

Name of Chief Guest :Ms. Ramya

Internal Complaints Committee organized an awareness program on “Crimes against Women” on 14th Aug 2019 at Room no 107, Visveswaraya Bhavan for II Btech Students . Total 60 students were participated in this event. Ms.Ramya, M.tech, JNTUK was invited as a chief guest to the event . She emphasised many factors with inside the seminar like Dowry deaths, Honor killings, Female infanticide and sex-selective abortion, Rape, Insult to modesty, human trafficking and compelled prostitution. She also discussed about domestic violence can negatively have an effect on girls’ physical, mental, sexual, and reproductive health. She concluded by saying women should be courageous and powerful in all the situations. The guest of the day honored with memento and Ms. Pavani, student of II ECE student gave vote of thanks.




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A Report on Women as Entrepreneur for "The Budding Future of Our Country"

Speaker: D Kavya Shruthi

Year of Students: I Year CSE, IT, ECE

Venue: Visveswaraya Bhavan, Room 107

Date: 14-10-2019

No. of students participated: 50

The Internal Complaint cell organized a seminar for the girl students and lady staff members in the college. The event was marked by "Women as Entrepreneur" and "Building own Identity and vision of future" in order to bring out the best and capable young women to share their views on related Issues. The event was also marked by speeches and fun and encouraging activities such as impromptu speaking and just a minute etc., that left the day memorable to the women.



Group photo of students with Guest


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Report on Awareness program on “POSH- The What, Why & How”

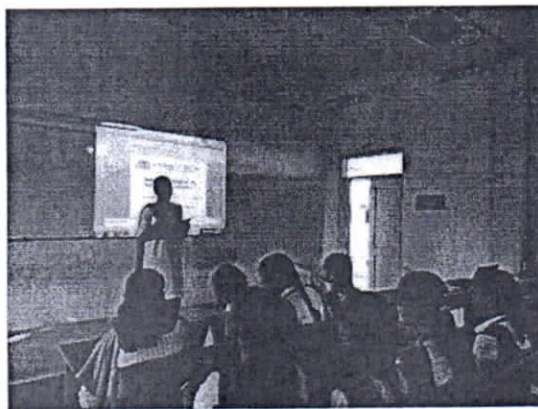
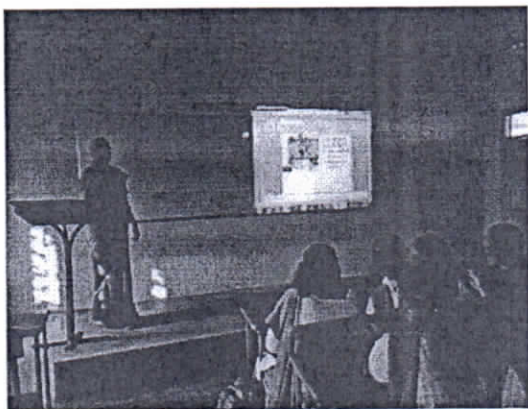
Date: 19/10/2019

Venue: Room no 119, Visveswaraya Bhavan


No of Participants: 60

Name of Chief Guest : Mrs. Marry Jyothi, NGO

Internal Complaints Committee organized an awareness program was conducted on “POSH- The What, Why & How” on 19th Oct 2019 at Room no 119, Visveswaraya Bhavan for all the second year students. Mrs. M. Marry Jyothi, NGO was invited as a chief guest for the program. The guest emphasized on how to prevent sexual harassment and development of different policies that prevents the sexual harassment in the institute. She explained the different sections of the constitution which deal with women safety as well as sexual harassment. They also discussed about the provisions provided by the government for the complaint submission at the secretariat & institute. It was an interactive session and students cleared their queries. The program ended by felicitating the guest of the day and the vote of thanks was given by Ms. Santoshi, student of CSE.




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A Report on debate for SAMATVA: "How effective are Feminist movements"

Year of Students: II Year CSE, IT, ECE

Venue: Visveswaraya Bhavan, Room 107

Date: 10-12-2019

No. of students participated: 25

Report on the debate "How effective are Feminist movements"

The Internal Complaint Cell has organized a debate for the girl students and lady staff members in the college. The event kicked off with a opening statements on the effectiveness of the feminist movements and how social media platforms are playing a big role in enhancing these movements. The event went smooth and with some highlighted topics about how the feminism word is misunderstood and how to educate people about the women equality and rights. The event concluded with a speech by our guest thereafter, winner, runner up was announced and prizes were distributed accordingly. Overall, everyone in the session enjoyed the day.



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ICC Presiding Officer

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