



INSTITUTE OF AERONAUTICAL ENGINEERING

(Autonomous)

Dundigal - 500 043, Hyderabad, Telangana

ANNEXURE -08

INTERNAL COMPLAINTS COMMITTEE (ICC)

Internal Complaints Committee (ICC) has been formed to address issues under THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE (PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013.

The purpose of this committee is to provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto. The committee provide a platform to express their grievances freely without any fear of being victimized. The women employees / students can raise their grievances through SMS / Call / Email / Letter / Website. The committee takes the responsibility for ensuring the prohibition and redressal of any kind of women grievances in the institute

AIM

To develop the healthy and safe atmosphere for the faculty and students.

VISION

The college visualizes a future, where equality and empowerment is no more a goal but a reality. Ensuring impartiality in society to gender by extending academic, emotional, moral support and justice is the focal point of the vision of the institution.

MISSION

- Our mission is to prevent sexual harassment or exploitation of any kind in all spheres of life enabling them to become agents of social and economic change.
- To explore, design and implement ways to bring change in the society to concur with freedom.
- To attain gender-quality in a democratic society, to which end, we focus our efforts on promoting the social, educational, and economical development of faculty as well as students.

Procedure for approaching ICC:

The committee deals with issues relating to basic human rights of gender equality at the IARE. It is applicable to all students, staff and faculty. A complaint of discrimination or sexual harassment may be lodged by the victim or a third party. A written complaint may be addressed to the convener of the committee. If the complaint is made to the Principal or any of the committee members, they may forward it to the convener of the committee against sexual harassment. Here it should be noted that according to the guidelines of Sexual harassment can be defined as "unwelcome" sexually determined behaviour (whether directly or by implication) as:

- Physical contact and advances; Demand or request for sexual favours;
- Sexually coloured remarks; Showing pornography; and
- Another unwelcome physical, verbal or non-verbal conduct of a sexual nature.

What to do if you feel you are being sexually harassed:

- Know your rights - Sexual harassment is illegal
- Speak up - try telling the person to stop
- State clearly and firmly that you want a particular behaviour to cease
- Get information and support - If you feel you cannot speak up, ask your friends to help you and bring it to the notice of the college authorities without further loss of time
- Keep records that might be useful for pursuing the case

The following is also sexual harassment and is covered by the committee:

- Eve-teasing, Unsavory remarks
- Jokes causing or likely to cause awkwardness or embarrassment
- Innuendos and taunts, Gender based insults or sexist remarks
- Unwelcome sexual overtone in any manner such as over telephone (Obnoxious telephone calls) and the like
- Touching or brushing against any part of the body and the like
- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings
- Forcible physical touch or molestation and physical confinement against one's will and any other act likely to violate one's privacy.

What not to do

- **Do not blame yourself:** Sexual harassment is not something one brings on oneself. It is not a consequence of certain ways of dressing or acting. It is a violation of an individual's right to work and live with dignity.
- **Do not ignore it:** Ignoring sexual harassment does not make it go away. The harasser may misinterpret a lack of response as approval of the behaviour.
- **Do not delay:** Delay in action increases the probability that unwanted behaviour will continue or escalate.
- **Do not hesitate to ask for help:** Speaking up may also prevent others from being harmed.

Punitive action:

An employee guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive actions:

- Suitable censure / warning
- Withholding of increments
- Reduction to lower service, grade or post
- Compulsory retirement
- Removal from service, or Dismissal from service

A student guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive actions:

1. Suitable censure/warning
2. Withholding/withdrawing scholarship/fellowship and other benefits
3. Rustication from institute for a period up to a certain period or expulsion from the institute

The ICC committee will meet at least once in a semester or more often as required and submit its minutes of meeting to the Principal for necessary actions. For any grievances any one of the below members can be contacted.

S.No	Name	Designation	Department	Responsibility
1	L V Narasimha Prasad	Principal	CSE	Chairman
2	Dr. D Shobha Rani	Professor	EEE	Convener
3	Dr. Vara Lakshmi Thavva	Professor	MBA	Co-Convener
4	Dr R Ramya Swetha	Assistant Professor	Civil	Member
5	Ms. I Shireesha	Assistant Professor	MBA	Member
6	Dr G Mary Swarna Latha	Assistant Professor	CSE	Member
7	Dr K Laxmi Narayanamma	Assistant Professor	CSE	Member

8	Dr Mohana Roopa	Professor	CSE	Member
9	Dr Rizwana	Professor	Physics	Member
10	Ms. Zeba Farooq	Non-Teaching Staff	Admin	Member
11	Ms. V Padmavathi	Psychologist Counsellor	Internal	Member
12	Mr. K Amarender Reddy	Advocate	External	Member
13	Harshitha J	Student	Internal	Student Coordinator
14	P Pavani	Student	Internal	Student Coordinator