



## Internal Complaint Committee

Science College, Konkorada, Ganjam

Minutes of the Meeting 2018-19

Date: 13/02/2019

The Internal Complaint Committee met at the principal's office on 13/02/2019 at 2:00 pm. The principal opened the meeting with words of welcome. Decisions were unanimously adopted after a comprehensive discussion.

1. As per Principal's instruction an Internal Complaint Committee (ICC) must be constituted as per the UGC regulation (Prevention, Prohibition and Redressal of sexual harassment of women employees and girl students in Higher Educational Institutions), 2015.
2. The members agreed in consensus that the programme should be conducted to educate students about the provisions in law for the protection of girls.
3. The convener described the role of ICC and said everyone has responsibility to contribute to the noble cause.
4. The committee found no complaint of sexual harassment from any women employee or girl students in the last academic year.
5. It was unanimously resolved to conduct programmes and activities about gender sensitisation.
6. Smt. Sahu expressed her opinion that the self-defense programme has put an immense impact on the girl students and all the members agreed.
7. As there were no points of discussion the meeting was ended with a vote of thanks.

### Following members ICC attended the meeting:

1. Dr. Prafulla Kumar Rauta, Principal. *[Signature]*  
13-02-19
2. Smt. Sasmita Kumari Sahu, Convener. *[Signature]*  
13/2/19
3. Smt. Asharani Pattnaik, Member. *[Signature]*  
13/2/2019

*[Signature]*  
13/2/19  
Convener

*[Signature]*  
Principal  
SCIENCE COLLEGE  
KONKORADA (Ganjam)



**Internal Complaint Committee**  
**Science College, Konkorada, Ganjam**  
**Minutes of the Meeting 2019-20**

Date: 22/02/2020

A meeting of Internal Complaint Committee was held on 22/02/2020 in the Principal's chamber at 2.30 p.m. The meeting started on a welcome note by Principal. Following a thorough discussion, decisions were unanimously adopted.

1. It was emphasised that so as to create awareness among the women employees and girl student's it is crucial to place banners/posters/notices focussing on sexual harassment in the college campus.
2. A complaint box must be placed in the girl's common room as well as in the office premises.
3. It is decided to open complaint box on monthly basis to discuss.
4. The committee noted that no complaint of sexual harassment has been received from any girl student or women employee.
5. It was unanimously decided to initiate an online complaint management system in the college website as guided by Ministry of Women and Child Development, titled Sexual Harassment Electronic-Box (SHE-Box) on 24<sup>th</sup> July 2017 for registering complaints related to sexual harassment at workplace which provides a platform to the women working or visiting an office of Central Govt. and so do we.
6. The newly appointed two women members were added to this committee.
7. The meeting ended with thanks to the chair.

**Following members of ICC were present:**

1. Dr. Prafulla Kumar Rauta, Principal. *[Signature]*

2. Smt. Sasmita Kumari Sahu, Convener. *[Signature]* 22/2/20

3. Smt. Asharani Pattnaik, Member. *[Signature]* 22/2/20

4. Smt Priyanka Jena, Member. *[Signature]* 22.2.20

5. Smt. Basanti Nayak, Member. *[Signature]* 22/2/20

*[Signature]*  
22/2/20  
Convener

*[Signature]*  
Principal 20  
SCIENCE COLLEGE  
KONKORADA (Ganjam)



## Internal Complaint Committee

Science College, Konkorada, Ganjam


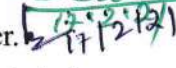


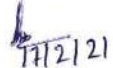
Minutes of the Meeting 2020-21

Date: 17.2.2021


The Internal Complaint Committee met on 17.2.21 at 2.00.p.m in the principal's chamber. The principal welcomed the ICC members.

- 1) It was decided to inform the web admin to create an E-Mail where the girl students can lodge their complaints in the college website.
- 2) The convener suggested that ICC should take initiative in organising certain programmes involving both boys and girls to disseminate gender disparity.
- 3) Smt. Priyanka Jena, Member, expressed that there is a cordial relationship among boys and girls in the college campus.
- 4) The chairperson congratulated all the ICC members for involving both boys and girls in different events conducted in the college.
- 5) The convener reported that no cases were filed related to sexual harassment.
- 6) The meeting was concluded with vote of thanks by Smt. Sasmita kumari Sahu, Convener ICC.

### Following members of ICC were present:

1. Dr. Prafulla Kumar Rauta, Principal. 
2. Smt. Sasmita Kumari Sahu, Convener. 
3. Smt. Asharani Pattnaik, Member. 
4. Smt. Priyanka Jena, Member. 
5. Smt. Basanti Nayak, Member. 

  
Convener

  
Principal  
SCIENCE COLLEGE  
KONKORADA (Ganjam)





## Internal Complaint Committee

Science College, Konkorada, Ganjam

Minutes of the Meeting, 2021-22

Date: 07/02/2022

A meeting of all members of Internal Complaint Committee was held on 07/02/2022 at 3:00 p.m under the chairmanship of the Principal, Dr.Prafulla Kumar Rauta. Dr. Rauta welcomed all the members and thanked them for their coordination and valuable suggestions for the successful functioning of the ICC during the last academic year of the Committee.

1. It was decided to counsel the girl students and women employees of this institution not to get afraid and hide any incident regarding any sexual harassment issue during their travel from home to college.
2. The principal appreciated the ICC for creating and ensuring a safe environment that is free of sexual harassment.
3. The meeting ended at 4:30 pm as there were no other topics for discussion.
4. A vote of gratitude was given, and the meeting was adjourned.

### Following ICC members were present:

1. Dr. Prafulla Kumar Rauta, Principal.

2. Smt. Sasmita Kumari Sahu, Convener.

3. Smt. Asharani Pattnaik, Member.

4. Smt Priyanka Jena, Member.

5. Smt. Basanti Nayak, Member.

  
07/2/22  
Convener

  
Principal  
SCIENCE COLLEGE  
KONKORADA (Ganjam)



## Internal Complaint Committee

Science College, Konkorada, Ganjam

Minutes of the Meeting 2022-23

Date: 20/02/2023

A meeting was scheduled to take place in the Principal's office on 20/02/2023 at 12.30 p.m. The meeting was held by Dr. P.C. Jena, the principal. The last meeting's minutes were read out loud and approved.

- 1) The chairperson welcomed all the participants.
- 2) Members were asked to inform the students about the role of Internal Complaint Committee.
- 3) A counselling was conducted in the seminar hall for the girl students by realising them about their strength and taught them the techniques of stress management.
- 4) The members discussed about the methods to educate the students about the provisions in law for the protection of girls.
- 5) The reconstitution of ICC was done with the addition of a new women member, Ms. Swagatika Mahankuda.
- 6) The meeting concluded with vote of thanks.

### **Following members were present:**

1. Dr. Prakash Chandra Jena, Principal. *Pema 20-02-23*
2. Dr. Sasmita Kumari Sahu, Convener. *20/02/23*
3. Smt. Asharani Pattnaik, Member. *20/2/23*
4. Smt. Priyanka Jena, Member. *20.2.23*
5. Smt. Basanti Nayak, Member. *20/2/23*
6. Miss Swagatika Mahankuda, Member. *20/2/23*

*20/2/23*  
Convener

*Pema 20-02-23*  
Principal  
SCIENCE COLLEGE  
KONKORADA (Ganjam)