



LAKSHMI NARAIN COLLEGE OF TECHNOLOGY (MCA), BHOPAL

INTERNAL COMPLAINTS COMMITTEE (ICC)

LNCT (MCA)/ICC/2021/01

Date: 20/01/2021

LAKSHMI NARAIN COLLEGE OF TECHNOLOGY- (MCA), BHOPAL is committed to provide safe academic and working environment to all girl students and its women employees.

As per the guidelines of Government of India, 'Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, an Internal Complaint Committee (ICC) and a special cell is operational in the College.

This committee provides 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. This committee takes the responsibility for ensuring the prohibition and redressal of any kind of women grievances in the institute.

Function:

The functions of the Internal Complaint Committee (ICC) are as follows:

1. To honor the act and maintain a safe working environment for female employees and female students.
2. To constitute and maintain a cell to deal with the issue of gender based violence to conduct gender sensitization program.
3. To develop a policy against sexual harassment of women at the Institute.
4. To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
5. To promote gender equality and women empowerment in the College.
6. To uphold the commitment of the Institute to provide an environment free of gender based discrimination.
7. To create a secure physical and social environment to deter any act of sexual harassment.
8. To promote a social and psychological environment to raise awareness on sexual harassment in its various forms.
9. To conduct periodical programs on women empowerment and awareness.

Role & Responsibility of ICC:

1. Prevent discrimination and sexual harassment, by promoting gender amity among students and employees.
2. Make recommendations to the management for changes/elaborations in the Rules for students.
3. Deal with cases of discrimination and sexual harassment against women, aiming at ensuring support services to the victimized and termination of the harassment;
Recommend appropriate punitive action against the guilty party to the Management.

The following behaviors are not accepted:

- a) Physical contact and advances;
- b) Demand or request for sexual favors;
- c) Sexually colored remarks;
- d) Showing pornography;

4. 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.
- The Committee shall meet as often as may be needed and appropriate.

The Internal Complaint Committee (ICC) consists of the following members:

Name of Committee Member	Designation
Mrs. Neelu Singh	Head
Ms. Meena Yadav	Member
Ms. Shilpa Jaiswar	Member
Mr. Dev Kumar Chauhan	Member
Mr. Monu Kumar	Member
Ms. Tanya Potdar	Student
Ms. Shrashti Gupta	Student
Ms. Avani Halve	Student
Mr. Subrat Kumar Hatai	Student


(Dr. Sanjay Bajpai)
Director
LNCT MCA, Bhopal
Director

Lakshmi Narain College of Technology (MCA)
BHOPAL

Copy to:

1. Office of the Chairman/Vice Chairperson/Secretary
2. Director Administration
3. All Above Members
4. Registrar LNCT MCA
5. Dean Student/Student Welfare
6. Hostel Warden
7. All Notice Board of College
8. Master File Director Office



LAKSHMI NARAIN COLLEGE OF TECHNOLOGY (MCA), BHOPAL

INTERNAL COMPLAINTS COMMITTEE (ICC)

LNCT (MCA)/ICC/2021/02

Date: 04/05/2021

To,

The Members of ICC

LNCT MCA Bhopal,

Dear Sir/Madam,

SUBJECT: NOTICE AND AGENDRA FOR ICC MEETINGS.

1. The Internal Complaint Committee (ICC) meeting is being conducted on 17/05/2021 (Monday) at 10:30 AM in the Board Room of LNCT MCA.
2. The Agenda for the meeting is appended below:
 - Introduction of ICC members in 2021,
 - Objectives of ICC
 - Function of ICC
 - General Discussion.
3. You are kindly requested to be present as it will help us to discuss the issues and necessary actions to be taken.

Looking forward to your presence in the meeting.

Yours sincerely

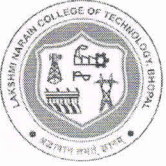
(Prof. Neelu Singh)

Head (ICC)

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LAKSHMI NARAIN COLLEGE OF TECHNOLOGY (MCA), BHOPAL

INTERNAL COMPLAINTS COMMITTEE (ICC)

LNCT (MCA)/ICC/2021/03

Date: 17/05/2021

Meeting Title: Sexual Harassment Prevention

Meeting Date: 17/05/2021

Meeting Time: 10:30 AM

Place: Board Room, LNCT (MCA)

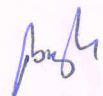
Agenda: By adopting this agenda, organizations can work toward creating an environment where all members feel respected, safe, and valued, ultimately fostering a culture of inclusivity and equality that benefits both the employees and the organization as a whole.

Minutes of meeting:

1. Welcomed all the members and explained the purpose of the meeting.
2. The Committee shall discuss and decide to deal with the case or reject the complaint and recommend to the Institute that no action is required to be taken in the matter.
3. No case of harassment is reported.
4. The Presiding Officer conveyed her thanks to the members for attending the meeting.

Proceedings No incidences of Sexual Harassment have been reported since last meeting. The committee meeting is held every 6 months or as and when required.

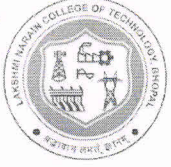
The meeting was closed at 11:30 PM.


Prof. Neelu Singh
Head (ICC)

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LAKSHMI NARAIN COLLEGE OF TECHNOLOGY (MCA), BHOPAL

INTERNAL COMPLAINTS COMMITTEE (ICC)

LNCT (MCA)/ICC/2021/04

Date: 16/08/2021

To,

The Members of ICC

LNCT MCA Bhopal,

Dear Sir/Madam,

SUBJECT: NOTICE AND AGENDRA FOR ICC MEETINGS.

1. The Internal Complaint Committee (ICC) meeting is being conducted on 27/08/2021 (Friday) at 10:30 AM in the Board Room of LNCT MCA.
2. The Agenda for the meeting is appended below:
 - Introduction of ICC members in 2021,
 - Objectives of ICC
 - Function of ICC
 - General Discussion.
3. You are kindly requested to be present as it will help us to discuss the issues and necessary actions to be taken.

Looking forward to your presence in the meeting.

Yours sincerely

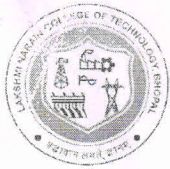

(Prof. Neelu Singh)

Head (ICC)

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LAKSHMI NARAIN COLLEGE OF TECHNOLOGY (MCA), BHOPAL

INTERNAL COMPLAINTS COMMITTEE (ICC)

LNCT (MCA)/ICC/2021/05

Date: 27/08/2021

Meeting Title: Sexual Harassment Prevention

Meeting Date: 27/08/2021

Meeting Time: 10:30 AM

Place: Board Room, LNCT (MCA)

Agenda: The Internal Complaints Committee can effectively enforce gender equality, protect the rights of all members, and ensure a safe and respectful environment within the organization.

Minutes of meeting

1. Welcomed all the members and explained the purpose of the meeting.
2. All the members decided to
3. Take an action plan for the year 2020 to ensure safety of the girl students in the college campus
4. Make the students aware about the functions and guidelines of the anti-sexual harassment cell for women.
5. Acquaint the students about the procedure to make complaints if they have any problem regarding sexual harassment.
6. The meeting concluded with vote of thanks by Presiding officer.

Proceedings No incidences of Sexual Harassment have been reported since last meeting. The committee meeting is held every 6 months or as and when required.

The meeting was closed at 11.30 PM.

(Prof. Neelu Singh)

Head (ICC)

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