

Proceedings of the Principal, Government Degree College, Tuni, KKD Dist.

Present: Dr. Ch. Lalitha., M.A., Ph.D.

Proc.No.1/ICC/2023-24

Date:15.07.2024

Sub: Govt. Degree College (A), Tuni – Implementation of Prevention, Prohibition and Redressal Act 2013 – Prevention of Sexual Harassment of women at work place – Consitution of Committee – Reg.

Ref: Proc.No.1/CCE.AP/ECA/AC-12/2023-24 dated 28-11-2023 of The Commissioner of Collegiate Education, A.P., Mangalagiri.

Order:

In pursuance of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (POSH Act, 2013) and the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015, the following Internal Complaints Committee (ICC) is hereby constituted for GDC Tuni with immediate effect:

1. Composition:

- Chairperson: Dr. Ch. Lalitha, Principal
- Member 1: Dr. A. Pushpalatha, Lecturer in Telugu
- Member 2: Smt. S.S. Pushpaveni, Superintendent
- Member 3: Smt. Guru Sri, Head Constable

2. Duties and Responsibilities:

The Internal Complaints Committee (ICC) shall be responsible for the following:

- **2.1 Awareness Programmes:** Organize and conduct awareness programs regarding sexual harassment at the workplace for all employees and students of GDC Tuni. This may include workshops, seminars, and interactive sessions.
- **2.2 Dissemination of Policy:** Effectively communicate and publicize the college's policy that prohibits unwelcome sexual behavior within the college premises. This

includes ensuring all employees and students are aware of its content and implications.

- **2.3 Sensitization Programs:** Organize orientation programs for new employees and students to sensitize them about the POSH Act, 2013, the college's policy on sexual harassment, and the grievance redressal mechanism.
- **2.4 Annual Report:** Prepare an annual report outlining the activities undertaken by the ICC throughout the year, including the number of complaints received, the nature of complaints, and the actions taken. This report will be submitted to the respective State Government as mandated by the Act.
- **2.5 Conduct of Events:** Organize and conduct various programs, workshops, and seminars to address sexual harassment issues and promote a safe and respectful work environment.
- **2.6 Public Awareness:** Widely publicize the names and contact details of the ICC members throughout the college premises through notice boards, college website, and other communication channels. This ensures easy accessibility for those who may need to file a complaint.

3. Meetings:

The ICC will convene regular meetings to discuss any complaints received, review the progress of awareness programs, and plan future activities.

4. Powers:

The ICC shall have the powers to investigate complaints, recommend appropriate action to the Principal, and provide support services to the complainant.

Ch. Lalitha
Principal
PRINCIPAL
Govt. Degree College (A)
Government Degree College
(Autonomous)
Tuni - 522 103