



SEICOM DEGREE COLLEGE

(AFFILIATED TO SV UNIVERSITY)

(ACCREDITED BY NAAC)

9-66/14-A, New Maruthi Nagar, Extension, Tirupathi. Ph : No. 0877-2241094, 2242606

CONSTITUTION OF THE INTERNAL COMPLAINTS COMMITTEE

Preamble

To uphold the dignity of individuals and provide a safe and inclusive environment, SEICOM Degree College formally constituted the **Internal Complaints Committee on 9th October 2015**. This committee is committed to addressing complaints related to harassment and promoting gender equity within the institution.

Objectives

- To provide a platform for addressing complaints related to harassment or discrimination.
- To promote awareness about rights and responsibilities within the college community.
- To ensure timely resolution of complaints with utmost confidentiality and impartiality.

Committee Composition

The Internal Complaints Committee shall consist of the following members:

Chairperson

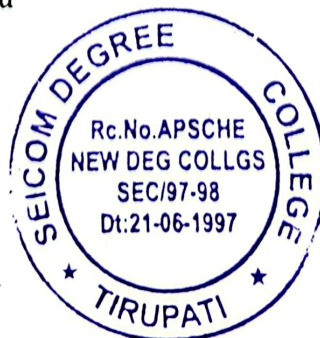
Mrs. O. Leela Rani

Secretary

Mr. T. Gangadhar

Members

- Dr. D. Chandrasekhar Reddy
- Mr. D. Jyotheeswara Babu
- Mr. D. Khalandar
- Mr. C. Naresh
- Mrs. D. S. Padmaja
- Mr. T. Serva Thej




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Roles & Responsibilities

- Address complaints of harassment and discrimination in a fair and confidential manner.
- Organize awareness programs and workshops on gender sensitization and legal rights.
- Provide counseling and support to the complainants.
- Recommend appropriate actions based on the findings of complaint investigations.
- Maintain records of complaints and actions taken for administrative review.

Implementation Procedure

- Conduct regular committee meetings to review and address complaints.
- Establish accessible channels for filing complaints with the assurance of confidentiality.
- Investigate complaints impartially and ensure timely resolution.
- Submit reports and recommendations to the administration for further action.

Review & Amendment

This constitution is subject to periodic review by the Internal Complaints Committee in consultation with the college administration to ensure its relevance and effectiveness in achieving its objectives.

This constitution reflects SEICOM's commitment to fostering a respectful and equitable academic and work environment.



D. Chese Reddy
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