



Lr. No. MSEC/ICC-2022-23

Date:3.6.22

INTERNALLY COMPLAINT COMMITTEE

OBJECTIVES

The main objectives of Internal Complaints committee are as follows,

- Make recommendations to the management for changes/elaborations in the Rules for students in the Prospectus and the Bye-Laws, to make them gender just and to lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment, by the students and the employees;
- Deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment, Recommend appropriate punitive action against the guilty party to the Management

ROLES AND RESPONSIBILITIES:

- Any aggrieved woman may make, in writing, a complaint of sexual harassment at work place to the ICC, within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident
- The Committee will provide assistance to the aggrieved woman, if she so chooses, to file a police complaint in relation to an offence under Indian Penal Code.
- The Committee may, before initiating an inquiry, at the request of the aggrieved woman, take steps to settle the matter between her and the respondent through conciliation.
- No monetary settlement shall be made as the basis of conciliation. Where a settlement has been arrived at, the ICC shall record the settlement so arrived and forward the same to the employer for necessary compliance.
- The Committee shall provide the copies of the settlement as recorded under (7) to the aggrieved woman and the respondent. Where a settlement is arrived at, no further inquiry shall be conducted by the ICC.
- If conciliation is found to be not feasible, notice will be issued to both parties for hearing.
- The Committee may direct the Registrar to ensure the safety and protection of the aggrieved woman if and when required.
- As an interim measure, ICC may recommend a) the transfer of the aggrieved woman or the respondent to another section or Department as deemed fit by the Committee. b) grant leave to the aggrieved woman upto a period of three months or : c) restrain the respondent from exercising any administrative authority or supervision or academic evaluation of the aggrieved woman. d) grant such other relief to the aggrieved woman as the case may require.
- The Committee shall proceed to make inquiry into the complaint in accordance with the provisions of the service rules applicable to the respondent considering sexual The Presiding Officer shall convene the first hearing of the enquiry. The respondent, the aggrieved woman, and the witnesses shall be intimated at least 7 working days in advance in writing of the date, time and venue of the enquiry proceedings. The subsequent proceedings may be on a day to day basis, to be decided by ICC.
- The Committee shall provide reasonable opportunity to the aggrieved woman and the respondent for presenting and defending her/his case.
- The Committee may at any time during the enquiry proceedings, preclude the face-toface examination of the respondent and the aggrieved woman and/or their witnesses keeping in view the need to protect the aggrieved woman or the witnesses from facing any serious health and/or safety problems.
- The Committee may call any person to appear as a witness if it is of the opinion that it shall be in the interest of justice. The aggrieved woman/respondent has to submit the written reply before the committee within the specified time given.

FUNCTION

Here it should be noted that according to the Supreme Court guideline 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
- Other unwelcome physical, verbal or non-verbal conduct of a sexual nature. (Vishaka judgment by Supreme Court)

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.

NAME	DESIGNATION	CATEGORY
DR.N. MOHAMED SHERIFF	PRINCIPAL	Chairman
DR.R.SENTHIL KUMAR	VICE PRINCIPAL	Coordinator
Dr. M.MURUGANANDAM	HOD\AERO	Member
Mrs. BENASIR S	HOD\ ARCH	Member
Dr. HARIHARAN	HOD\CHEMICAL	Member
MS.G MUTHUMARI	HOD\CIVIL	Member
DR.M VIJAYARAJ	HOD\CSE	Member
DR.S BOOBALAN	HOD\EEE	Member
MR H PEEROLI	HOD \ECE	Member
DR. B. AYSHA BANU	HOD \IT	Member
MR.G THANGAVELU	HOD \MARINE	Member
Dr. RAMESH B	HOD\MECH	Member
DR M ABBAS MALIK	HOD\MBA	Member
MR M MOHAMED RAFI	HOD \MCA	Member
DR.S THARMAR	HOD\DASH	Member


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