

**INTERNAL
COMMITTEE
ANNUAL
REPORT**

Annual Report of the Internal Committee

(2022-2023)

Report by the Presiding Officer Prof. N Sai Kiranmai

In accordance with the Govt. Of India Gazette notification Part-II, section-1 No-18 " The sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013" the internal Committee (IC) has been reconstituted in Narsimha Reddy Engineering College once in the Session 2022-2023. The stakeholders of the current committee are as follows.

Members of the Committee

S.No	Name of the Member	Category	Designation/ Department
01	Prof. N Sai Kiranmai	Presiding Officer	Prof – H&S
02	Mrs. Simhana Devi.D	Member	Asst. Professor-ME
03	Dr. N Srinivasa Rao	Member	Assoc. Prof – CSE
04	Mrs. Padma Priya	Member	NRCM, Admin Dept.
05	Dr. Usha Rani	External Member	Psychologist Counsellor
06	Ms. K Siri	Member	Student
07	Ms. B Akshaya	Member	Student
08	Ms. A Deepika	Member	student
09	Mr. Santosh Kumar	External Member	Advocate




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Medchal (M), Medchal Dist, Hyderabad-500100

1. Action Taken on Complaints

No complaints were lodged till now

2. Uploading corresponding documents on institutional website:

The following documents are uploaded in the NRCM website.

1. Office order on Internal committee
2. Circular for the meeting
3. Minutes of Meeting
4. Annual Report

The corresponding links are given as follows

[Internal Complaints Committee \(ICC\) || Narsimha Reddy Engineering College \(NRCM\) || Best UGC Autonomous Engineering College, Hyderabad](#)

NARSIMHA REDDY ENGINEERING COLLEGE
An Autonomous Institution Affiliated to JNTUH | Approved by AICTE
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Internal Complaints Committee (ICC)

Objective:
The Internal Complaints Committee (ICC) at NRCM has been established to ensure a safe and supportive environment for women faculty, staff, and students. Functioning since August 1, 2012, the ICC aims to cultivate a healthy and intellectually stimulating work culture. It is constituted under the UGC Regulations, 2015, and the Sexual Harassment of Women at Workplace Act, 2013, to address and resolve issues related to sexual harassment.

Functions and Responsibilities:
The ICC is responsible for protecting the rights of women against any form of violence on campus. Students and staff can report issues directly to the ICC members or through the Suggestion/Complaint boxes installed across the institution. The committee's primary functions include:

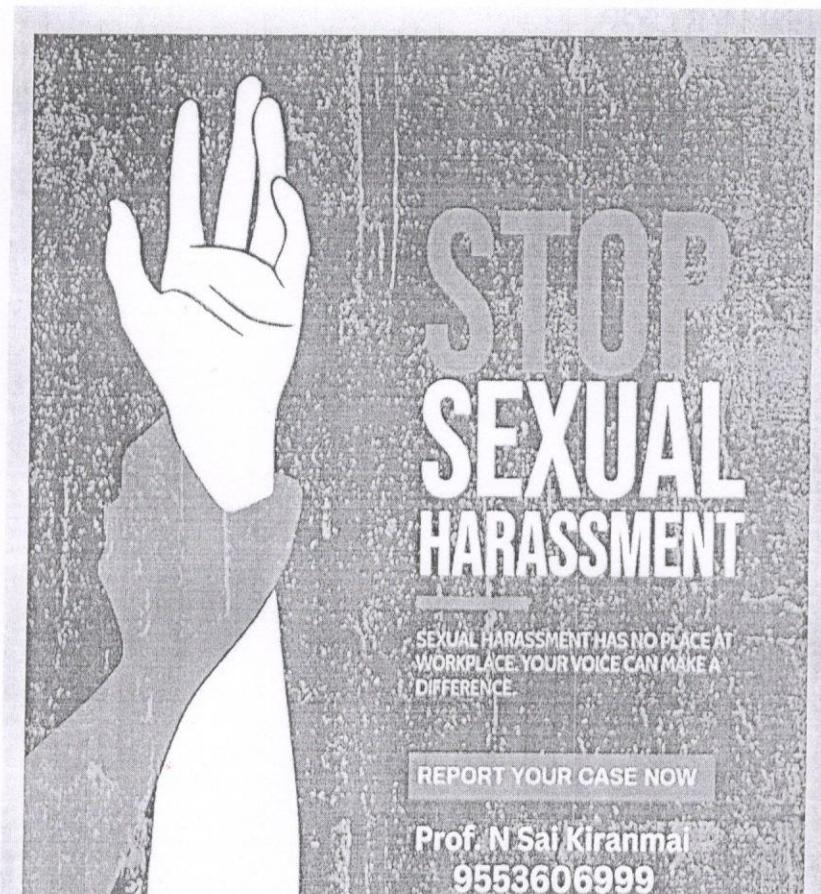
- Enforcing policies related to the prevention of sexual harassment
- Redressing complaints within the framework of the law, ensuring fairness and impartiality
- Conducting awareness workshops and activities to educate the community about sexual harassment, its effects, and relevant laws
- Preparing annual reports summarizing ICC actions and complaints filed
- Striving to resolve complaints and recommending appropriate actions to the employer

S. No	Name of the Member	Designation	Position
1	Prof. Pavithra Neelam	Professor, ECE	Chairwoman
2	Mrs. Simhama Devi	Assistant Professor, ME	Member
3	Dr. N. Srinivasa Rao	Associate Professor, CSE	Member


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3. Actions taken with reference to the office memorandum issued by U.5 Section, Department of Higher Education, Ministry of Education, Govt of India (F.No.18-2/2022-U.5 dt.09.03.2022) on the subject 'Maintenance of safe working environment for female employees at workplace' by NRCM

- a. Displaying banners/ posters at conspicuous places: posters have been displayed at different places of the institute like class rooms, laboratories, stairs, Girls rest rooms etc.
- b. Displaying contact details of IC Members



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STOP SEXUAL HARASSMENT

ZERO TOLERRENCE FOR SEXUAL HARASSEMENT.
LET US RESPECT THE DIGNITY OF WOMEN IN THE CAMPUS.



INTERNAL COMMITTEE

S. No.	Name of the Member	Category	Contact Details
01	Prof. N Sai Kiranmai	Presiding Officer	7659037776
02	Mrs. Simhana Devi. D	Member	8096910882
03	Dr N Srinivasa Rao	Member	7981792320
04	Mrs. Padma Priya	Member	9502701065
05	Dr. Usha Rani	External Member	9490233955
06	Ms. K Sri	Member	7093679486
07	Ms. B Akshaya	Member	7013963314
08	Ms. A Deepika	Member	9553606999
09	Mr. Santosh Kumar	External Member	9246370464



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4. Awareness Programs

a. Orientation Sessions: Conducted induction program on 15.12.2022 for new students and staff to explain Internal Committee role and procedures.



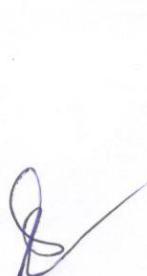
Presiding Officer Prof. N Sai Kiranmai explain Internal Committee roles

b. Debate on Gender Sensitization

- On 03.01.2023, a debate has been organized on gender sensitization and prevention of harassment.
- Interactive session: encouraged participants to share experiences.



P Rébecca, Asst. Prof conducting Debate for Girl students

A handwritten signature in black ink, appearing to read 'P Rébecca'.

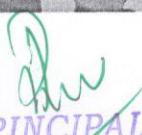

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4. Activities

Women's Day Celebrations on 08.03.2023

- Celebrated International Women's Day .




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5. Conclusion

The Internal Committee has played a pivotal role in fostering a safe and inclusive environment. Through awareness programs and Women's Day celebrations, the committee has reinforced its commitment to empowerment, equality, and respect.



PRESIDING OFFICER



PRINCIPAL

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