



**Mysore Diocesan Educational Society (Regd.)**  
**St. Philomena's College (Autonomous)**

*Affiliated College of the University of Mysore*  
Reaccredited by NAAC with B<sup>++</sup> in 3<sup>rd</sup> cycle

<b>INTERNAL COMPLAINTS COMMITTEE / COMMITTEE FOR REDRESSAL OF ATROCITIES AGAINST WOMEN 2024 - 25</b>			
<b>Sl. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Role</b>
1	Dr Reena Francis	Asst. Professor UG Dept. of Commerce	Coordinator
2	Mrs. Syeda Farhana	Asst. Professor Dept. of Microbiology	Member
3	Dr Prashanth D A	Asst. Professor Dept. of History	Member
4	Dr Vagdevi H S	Asst. Professor PG Dept. of Mass Comm. & Journalism	Member
5	Mr Ginson George	Asst. Professor Dept. of Psychology	Member
6	Mrs Amreen Kausar	Asst. Professor UG Dept. of Commerce	Member
7	Dr Vanitha A	Asst. Professor PG Dept. of Mathematics	Member
8	Mrs. Maria Vandana	SDA, Office	Member
9	Police Representative	1 Lady Police	Member
10	Advocate Representative	1 Woman Lawyer	Member
11	PG & UG Students	Student Rep.	Member

**OBJECTIVES OF THE COMMITTEE:**

The Internal Complaints Committee/Committee for Redressal of Atrocities Against Women is responsible for looking into any complaints filed by students and staff about woman grievances and sexual harassment at the college. The functions of the Committee are to purely safeguard the rights of female students, faculty and staff members of women and also to provide a platform for listening to complaints. The Committee also tries to incorporate hygienic habits and ensure a healthy atmosphere in and around the college. It tries to equip them with the knowledge of their legal rights and redressal of their grievances. To facilitate speedy delivery of justice, meets are organized regularly. The Internal Complaints Committee processes oral and written complaints. Time to time the Committee conducts seminars and lectures by specialists and eminent personalities to stop violence against women, sexual harassment at work and about health, hygiene etc.

Turn Over

### **DUTIES AND RESPONSIBILITIES OF THE COMMITTEE**

- 1 To resolve issues pertaining to girl students/lady staff (both teaching and non-teaching) on sexual harassment.
- 2 To equip the female students and faculty with knowledge of their legal rights.
- 3 To safeguard the rights of female students, faculty and staff members.
- 4 To provide platform for listening to complaints and redressal of grievances.
- 5 To incorporate hygiene habits and ensure a healthy atmosphere in and around the college.
- 6 To ensure personality development along with academic development of students.
- 7 To maintain a register to record the proceedings of the meeting.

### **COMPLAINT AND REDRESSAL MECHANISM:**

- 1 Encouragement of the students to express their grievances/problems freely and frankly without any fear of being victimized.
- 2 Suggestion or complaint box is installed in which the students, who want to remain anonymous, put in writing their grievances and their suggestions.
- 3 After knowing grievance of students, member who received the complaint forwards it to Internal Complaints Committee and discusses it with the committee members and then an appropriate solution is found out. If not solved at this level then grievance is taken up to the Principal and Legal Advisor.
- 4 The complainant will be summoned to hear complaints (if necessary).
- 5 After hearing of complaints, the committee shall take appropriate decision.

Principal  
Principal

St. Philomena's College (Autonomous)  
Bannimantap, Mysore-570 015

Rector  
Rector

Rector / Manager  
St. Philomena's College  
(Autonomous)  
Bannimantap, Mysore-570 015

Received.

Signature of the Coordinator: \_\_\_\_\_

Date: \_\_\_\_\_