

# 5.1.4 (2)

## **PREVENTION OF SEXUAL HARASSMENT (Women Empowerment Grievance Redressal Committee)**



**Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING**

**The Society For Collegiate Education**

**Affiliated to Andhra University, Approved by AICTE**

# 52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : Off : 0891-2703293, 2703296

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# Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

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## Women Empowerment Grievance Redressal Committee (INTERNAL COMPLAINTS COMMITTEE)

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CONVENOR, ICC



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### INTERNAL COMPLAINTS COMMITTEE

PREVENTION OF SEXUAL HARASSMENT COMMITTEE MEETINGS FOR THE AY 2022-2023			
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3	26.02.2023 (MONDAY)	03.03.2023 (SATURDAY)	16-18

PREVENTION OF SEXUAL HARASSMENT COMMITTEE MEETINGS FOR THE AY 2021-2022			
S.No	Day / Date of Meeting Notice	Day / Date of Conduct of Meeting	Page No
1	10.09.2021 (MONDAY)	15.09.2021 (SATURDAY)	21-23
2	10.12.2021 (MONDAY)	15.12.2021 (SATURDAY)	24-26
3	26.02.2022 (MONDAY)	03.03.2022 (SATURDAY)	27-29

PREVENTION OF SEXUAL HARASSMENT COMMITTEE MEETINGS FOR THE AY 2020-2021			
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1	14.09.2020(MONDAY)	19.09.2020 (SATURDAY)	32-34
2	14.12.2020 (MONDAY)	19.12.2020 (SATURDAY)	35-37
3	27.02.2021 (MONDAY)	06.03.2021 (SATURDAY)	38-40

INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETINGS FOR THE AY 2019-2020			
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1	09.09.2019 (MONDAY)	14.09.2019 (SATURDAY)	43-45
2	18.11.2019 (MONDAY)	23.11.2019 (SATURDAY)	46-48
3	24.02.2020 (MONDAY)	29.02.2020 (SATURDAY)	49-51

PREVENTION OF SEXUAL HARASSMENT COMMITTEE MEETINGS FOR THE AY 2018-2019			
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1	10.09.2018 (MONDAY)	15.09.2018 (SATURDAY)	54-56
2	10.12.2018 (MONDAY)	15.12.2018 (SATURDAY)	57-59
3	26.02.2019 (MONDAY)	03.03.2019 (SATURDAY)	60-62



  
CONVENOR, ICC

# **POLICY FOR PREVENTION OF SEXUAL HARASSMENT**

**(Women Empowerment Grievance  
Redressal Committee)**



**Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING**

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## POLICY FOR PREVENTION OF SEXUAL HARASSMENT

### Statement

Workplace harassment has direct impact on productivity and reputation of the institution and hence zero-tolerance policy is in practice.

### Scope

This policy and its components, applies to all the students, staff, parents/guardians, and all other stakeholders associated with the institution.

### Objectives

1. To ensure safety and dignity at work/study place for the staff, students and other stakeholders.
2. To educate on different types of harassment, and to take measures to avoid such an act.
3. To formulate the procedure to take appropriate action in case of harassment

### Harassment Definition

The College as an academic body firmly believes in respecting women and protecting them. The college under no circumstances, shall accept any harassment against its women employees and students on campus and serious action shall be taken against those who are involved in such acts. As per the Sexual harassment of women at workplace (prevention, prohibition and redressal) Act, 2013, "Sexual harassment" includes any one or more of the following unwelcome acts or behaviour (whether directly or by implication) namely:

- 1 Physical contact and advances.
- 2 A demand or request for sexual favours.
- 3 Making sexually coloured remarks.

- 4 Sexual comments or jokes.
- 5 Any verbal or non-verbal remarks that degrade the dignity of the person.
- 6 Display of sexually graphic pictures, posters or photos.
- 7 Suggestive looks, staring or leering.
- 8 Sexual gestures.
- 9 Spreading rumours about a person to tarnish his / her personal life.
- 10 Sending sexually explicit emails or text messages.
- 11 Unwelcome touching.
- 12 Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

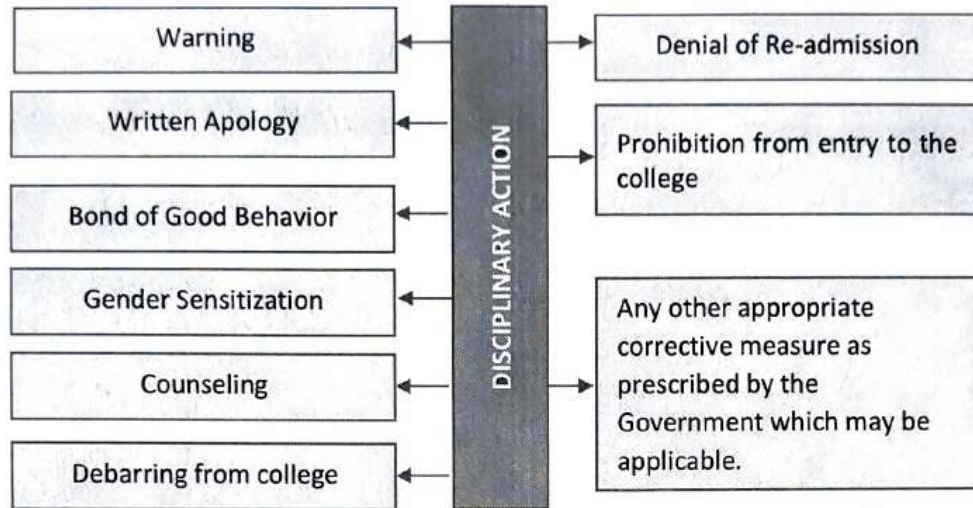
If a complaint is registered by any girl student or woman employee from the campus, the Management and Administration shall take necessary steps of investigation and take necessary corrective measures against the persons involved in the action.

Sexual harassment constitutes serious misconduct and could result in dismissal (for employees) or expulsion (for students)

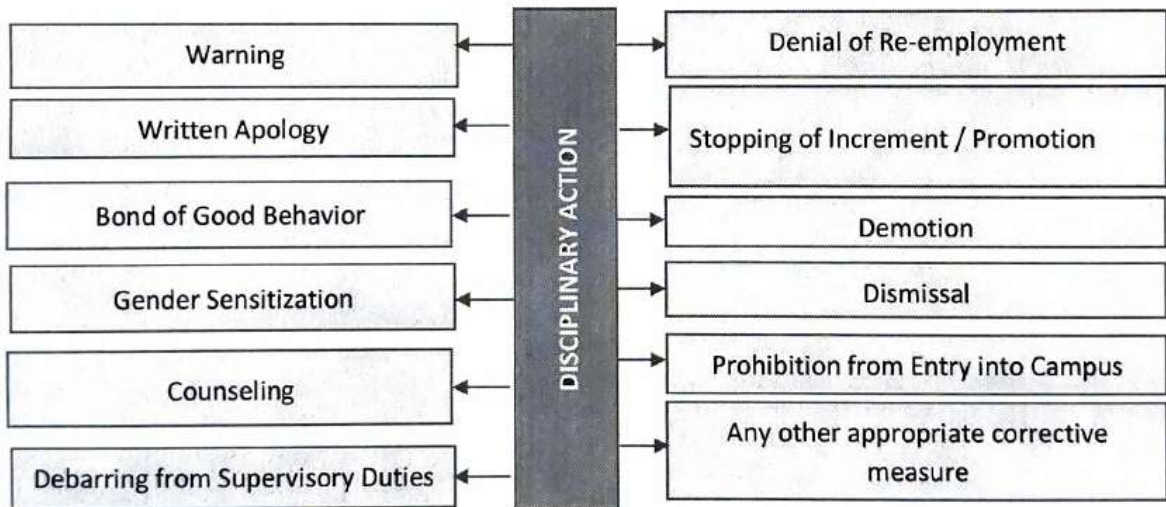
### **Process**

1. A formal/informal complaint can be raised to the immediate authority in case of any harassment.
2. Faculty, HODs and Principal shall have a specific responsibility within their own capacity and shall be entitled to take immediate action in case of harassment.
3. In case of any complaint, validity of the complaint is investigated by the **Internal Complaints Committee** to take necessary disciplinary action if found guilty and to ensure proper justice.
4. The findings of the investigation shall be discussed and the guilty is punished.
5. Recommendations shall be made to the principal for appropriate action based on the seriousness and the decision of the Secretary & Correspondent will be final

In case of students, disciplinary action could be in the form of:



In the case of Academic /Administrative / Technical/ Non-Teaching Staff:



  
Principal

Dr. Lankapalli Bullayya College of Engineering  
D.No.52-14-75, Resapuvanipalem  
Visakhapatnam-530013, Andhra Pradesh



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**Email: principal@lbce.edu.in, Website: https://lbce.edu.in**

DLBC/Admin/Committee/June,2022-23

**OFFICE ORDER**

**Internal Complaint Committee (ICC)**

**2022-2023**

The Internal Complaint Committee (ICC) for the Academic Year 2022-2023 has been constituted with the following members.

S.No.	Name of the Member	Designation	Role/Position
1	Dr.D.Madhavi	Professor	Convenor
2	Dr.V.Radha Devi	Associate Professor	Faculty Member
3	Mrs.N.Swathi	Assistant Professor	Faculty Member
4	Mrs.Sowjanya Kiranmayi	Assistant Librarian	Non-Teaching
5	Mrs.V.SanjuktaPatnaik	Office Assistant	Non-Teaching
6	M.Gayatri Nagamani	EEE	IV B.Tech Student (318136414029)
7	B.Mounika	CSE	IV B.Tech Student (319136410010)
8	S.Madhuri	ECE	IV B.Tech Student (319136412046)
9	M.Vijaya	CE	IV B.Tech Student (319136408002)

To  
The Secretary and Correspondent,  
Administrative Officer, Office Superintendent.  
All The HOD's and Staff Members,  
SDC Co-ordinator, TPO, IQAC Co-ordinator,  
NSS Program Officer, Physical Director.

  
PRINCIPAL

Principal

Dr. Lankapalli Bullayya College of Engineering  
D.No.52-14-75, Resapuvanipalem  
Visakhapatnam-530013. Andhra Pradesh







# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education  
Approved by AICTE, Affiliated to Andhra University

<b>INTERNAL COMPLAINTS COMMITTEE</b>			
<b>PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETINGS FOR THE AY 2022-2023</b>			
<b>S.No</b>	<b>Day / Date of Meeting Notice</b>	<b>Day / Date of Conduct of Meeting</b>	<b>Page No</b>
<b>1</b>	<b>10.09.2022 (MONDAY)</b>	<b>15.09.2022 (SATURDAY)</b>	<b>10-12</b>
<b>2</b>	<b>10.12.2022 (MONDAY)</b>	<b>15.12.2022 (SATURDAY)</b>	<b>13-15</b>
<b>3</b>	<b>26.02.2023 (MONDAY)</b>	<b>03.03.2023 (SATURDAY)</b>	<b>16-18</b>



  
CONVENER, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

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Dt: 10.09.2022

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 15.09.2022 at Seminar Hall at 10:00 AM to discuss the following Agenda:

### AGENDA OF THE MEETING:

1. To discuss the functioning of the ICC and the progress made in conducting gender sensitization workshops at the Dr. Lankapalli Bullayya College of Engineering for students, staff and faculty
2. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
3. To handle Grievances of Women Students and Faculty Members

All the committee members are informed to attend the meeting on 15.09.2022.

Dt: 10.09.2022



  
CONVENER, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

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Dt: 15.09.2022

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 15.09.2022 at 10:00AM.

Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor has introduced all the members and informed them about their roles and responsibilities required to positively impact the Women community through informing about existing measures to receive and handle complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.

1. Convenor enquired about the Grievances faced by Women students in the College Students has not mentioned any Grievances and Orientation Program.
- 2.The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances and Women Empowerment and safety.
3. The Convenor advised the committee members to conduct the women's day Celebrations on 8<sup>th</sup>, March 2023 as a Inter National Womens Day.
4. Regarding the Initiation of Communication Activities and Women Clubs.
5. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.

The Committee members under the guidance of the Convenor discussed the above issues and resolved the following:

1. It was decided that an Orientation Program is to be conducted for New Comers and new faculty where facilities for female faculty and students, Gender champions policy, Gender Sensitization and Institution scholarship will be discussed.
2. It was also resolved that events like flash mobs and street plays are to be conducted by Dance club and Dramatics club on Women empowerment and safety.
3. Women's Day is to be celebrated Poster making competition on the theme Challenges of Cyber Crime against Women.
4. Few events are to be conducted by Language Club for communication activities on the topics like Women Make Better Managers, Girls are Girls, and Boys are Boys and women empowerment themes.

Dt: 15.09.2022



  
CONVENOR, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

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## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 15.09.2022

### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Co-Convenor	
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	
5	Mrs.SowjanyaKiranmayi	Assistant Librarian	Non-Teaching	
6	Mrs.V.SanjuktaPatnaik	Office Assistant	Non-Teaching	
7	M.GayatriNagamani	EEE	IV B.Tech Student	
8	B.Mounika	CSE	IV B.Tech Student	
9	S.Madhuri	ECE	IV B.Tech Student	
10	M.Vijaya	CIVIL	IV B.Tech Student	

Dt: 15.09.2022



CONVENOR, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

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Dt: 10.12.2022

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 15.12.2022 at Seminar Hall at 10:00 AM to discuss the following Agenda:

### AGENDA OF THE MEETING:

1. To enquire about any possible incidents of Internal Complaints against sexual harassment.
2. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
3. To handle Grievances of Women Students and Faculty Members.
4. To identify and implement measures for enhancing awareness among the Students, Staff Members and Parents regarding types and consequences of sexual harassment and Disseminating it appropriately.
5. To decide on proper methods of handling Internal Complaint incidents if and when they occur including immediate report to Convenor and initiating necessary corrective action and counseling if necessary.

All the committee members are informed to attend the meeting on 15.12.2022.

Dt: 10.12.2022

  
CONVENER, ICC





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Dt: 15.12.2022

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 15.12.2022 at 10:00AM. The Convener welcomed all the members and invited suggestions for enhancing the efficiency of the Internal Complaints Committee Committee.

1. Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor reminded the Committee members to work effectively towards receiving and handling complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.
2. The Convenor enquired about the Grievances faced by Women students in the College. Students have not mentioned any Grievances.
3. The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances.
4. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.
5. The Convenor enquired about any incidents of Sexual Harassment cases or if any Internal Complaints from the Committee members and the Committee Members replied in the negative.
6. The Convenor also stressed the need for maintaining high standards of Student discipline in the Campus.

The Committee members under the guidance of the Convenor discussed these issues and resolved the following:

1. To continue to monitor the Classrooms, Corridors, Canteen and Campus premises to maintain Sexual Harassment Cases Free environment.
2. To create awareness for Freshers and all stakeholders by displaying Anti- Sexual Harassment rules on Brochures and posters as well as phone numbers of Internal Complaints Committee Members at all prominent positions in the College for easy Complaint and Redressal.
3. To ensure that Against the Sexual Harassment measures are discussed by the Staff Members in the Classrooms and Laboratories.

Dt: 15.12.2022

  
CONVENOR, ICC





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New Resapuvani Palem, Visakhapatnam

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## INTERNAL COMPLAINTS COMMITTEE

PREVENTION OF SEXUAL HARRASSMENT MEETING HELD ON 15.12.2022

### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Co-Convenor	
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	
5	Mrs.SowjanyaKiranmayi	Assistant Librarian	Non-Teaching	
6	Mrs.V.SanjuktaPatnaik	Office Assistant	Non-Teaching	
7	M.GayatriNagamani	EEE	IV B.Tech Student	
8	B.Mounika	CSE	IV B.Tech Student	
9	S.Madhuri	ECE	IV B.Tech Student	
10	M.Vijaya	CIVIL	IV B.Tech Student	

Dt: 15.12.2022



CONVENER, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

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Dt: 26.02.2023

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 03.03.2023 at Seminar Hall at 10:00 AM to discuss the following Agenda:

### AGENDA OF THE MEETING:

1. To enquire about any possible incidents of Sexual Harassment cases or if any Internal Complaints.
2. To identify and implement measures for enhancing awareness among the Students, Staff Members and Parents regarding types and consequences of Internal Complaints and disseminating it appropriately.
3. To decide on proper methods of handling against Sexual Harassment incidents if and when they occur including immediate report to Convenor and initiating necessary corrective action and counseling if necessary.
4. The Convenor advised the committee members to conduct the women's day Celebrations on 8<sup>th</sup>, March 2023 as a Inter National Women's Day.
5. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
6. To handle Grievances of Women Students and Faculty Members

All the committee members are informed to attend the meeting on 03.03.2023.

Dt: 26.02.2023

CONVENER, ICC







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New Resapuvani Palem, Visakhapatnam

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Dt: 03.03.2023

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 03.03.2023 at 10:00AM. The Convener welcomed all the members and invited suggestions for enhancing the efficiency of the Internal Complaints Committee.

1. Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor reminded the Committee members to work effectively towards receiving and handling complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.
2. The Convenor enquired about the Grievances faced by Women students in the College. Students have not mentioned any Grievances.
3. The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances.
4. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.
5. The Convenor enquired about any incidents of Sexual Harassment cases or if any Internal Complaints from the Committee members and the Committee Members replied in the negative.
6. The Convenor also stressed the need for maintaining high standards of Student discipline in the Campus.

The Committee members under the guidance of the Convenor discussed these issues and resolved the following:

1. To continue to monitor the Classrooms, Corridors, Canteen and Campus premises to maintain Sexual Harassment Cases Free environment.
2. To create awareness for Freshers and all stakeholders by displaying Anti- Sexual Harassment rules on Brochures and posters as well as phone numbers of Internal Complaints Committee Members at all prominent positions in the College for easy Complaint and Redressal.
3. To ensure that Against the Sexual Harassment measures are discussed by the Staff Members in the Classrooms and Laboratories.
4. Planed to Celebrating the women's day Celebrations on 8<sup>th</sup>, March 2023 as a Inter National Women's Day.

Dt: 03.03.2023

  
CONVENER, ICC





# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

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## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 03.03.2023

### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Co-Convenor	
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	
5	Mrs.SowjanyaKiranmayi	Assistant Librarian	Non-Teaching	
6	Mrs.V.SanjuktaPatnaik	Office Assistant	Non-Teaching	
7	M.GayatriNagamani	EEE	IV B.Tech Student	
8	B.Mounika	CSE	IV B.Tech Student	
9	S.Madhuri	ECE	IV B.Tech Student	
10	M.Vijaya	CIVIL	IV B.Tech Student	

Dt: 03.03.2023



CONVENOR, ICC



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**Ph: Off: 0891-2703923, 2703926**

**Email: principal@lbce.edu.in, Website: https://lbce.edu.in**

DLBC/Admin/Committee/June,2021-22

**OFFICE ORDER**

**Internal Complaint Committee (ICC)  
2021-2022**

The Internal Complaint Committee (ICC) for the Academic Year 2021-2022 has been constituted with the following members.

S.No.	Name of the Member	Designation	Role/Position
1	Dr.D.Madhavi	Professor	Convenor
2	Dr.V.Radha Devi	Associate Professor	Faculty Member
3	Mrs.N.Swathi	Assistant Professor	Faculty Member
4	Mrs.Sowjanya Kiranmayi	Assistant Librarian	Non-Teaching
5	Mrs.V.Sanjukta Patnaik	Office Assistant	Non-Teaching
6	A.Urmila	CE	IV B.Tech Student (318136408002)
7	G.Pravalika	EEE	IV B.Tech Student (317136414040)
8	G.Usha Sri	CSE	IV B.Tech Student (318136410034)
9	U.Sowmya	ECE	IV B.Tech Student (318136412084)

To  
The Secretary and Correspondent,  
Administrative Officer, Office Superintendent.  
All The HOD's and Staff Members,  
SDC Co-ordinator, TPO, IQAC Co-ordinator,  
NSS Program Officer, Physical Director.

  
PRINCIPAL

Principal  
Dr. Lankapatti Bullayya College of Engineering,  
D.No.52-14-75, Resapuvanipalem  
Visakhapatnam-530013, Andhra Pradesh





# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

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<b>INTERNAL COMPLAINTS COMMITTEE</b>			
<b>PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETINGS FOR THE AY 2021-2022</b>			
<b>S.No</b>	<b>Day / Date of Meeting Notice</b>	<b>Day / Date of Conduct of Meeting</b>	<b>Page No</b>
<b>1</b>	<b>10.09.2021 (MONDAY)</b>	<b>15.09.2021 (SATURDAY)</b>	<b>21-23</b>
<b>2</b>	<b>10.12.2021 (MONDAY)</b>	<b>15.12.2021 (SATURDAY)</b>	<b>24-26</b>
<b>3</b>	<b>26.02.2022 (MONDAY)</b>	<b>03.03.2022 (SATURDAY)</b>	<b>27-29</b>



  
CONVENER, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education

Approved by AICTE, Affiliated to Andhra University

Dt: 10.09.2021

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 15.09.2021 at Seminar Hall at 10:00 AM to discuss the following Agenda:

### AGENDA OF THE MEETING:

1. To discuss the functioning of the ICC and the progress made in conducting gender sensitization workshops at the Dr. Lankapalli Bullayya College of Engineering for students, staff and faculty
2. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
3. To handle Grievances of Women Students and Faculty Members

All the committee members are informed to attend the meeting on 15.09.2021.

Dt: 10.09.2021

  
CONVENER, ICC





# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education

Approved by AICTE, Affiliated to Andhra University

Dt: 15.09.2021

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 15.09.2021 at 10:00AM.

Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor has introduced all the members and informed them about their roles and responsibilities required to positively impact the Women community through informing about existing measures to receive and handle complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.

1. Convenor enquired about the Grievances faced by Women students in the College Students has not mentioned any Grievances and Orientation Program.
- 2.The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances and Women Empowerment and safety.
3. The Convenor advised the committee members to conduct the women's day Celebrations on 8<sup>th</sup>, March'2021 as a Inter National Womens Day.
4. Regarding the Initiation of Communication Activities and Women Clubs.
5. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.

The Committee members under the guidance of the Convenor discussed the above issues and resolved the following:

1. It was decided that an Orientation Program is to be conducted for New Comers and new faculty where facilities for female faculty and students, Gender champions policy, Gender Sensitization and Institution scholarship will be discussed.
2. It was also resolved that events like flash mobs and street plays are to be conducted by Dance club and Dramatics club on Women empowerment and safety.
3. Women's Day is to be celebrated Poster making competition on the theme Challenges of Cyber Crime against Women.
4. Few events are to be conducted by Language Club for communication activities on the topics like Women Make Better Managers, Girls are Girls, and Boys are Boys and women empowerment themes.

Dt: 15.09.2021

  
CONVENER, ICC





# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education

Approved by AICTE, Affiliated to Andhra University

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 15.09.2021

### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Faculty Member	
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	
5	Mrs.SowjanyaKiranmayi	Assistant Librarian	Non-Teaching	
6	Mrs.V.SanjuktaPatnaik	Office Assistant	Non-Teaching	
7	A.Urmila	CIVIL	IV B.Tech Student	
8	G.Pravalika	EEE	IV B.Tech Student	
9	G.Usha Sri	CSE	IV B.Tech Student	
10	U.Sowmya	ECE	IV B.Tech Student	

Dt: 15.09.2021



CONVENOR, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education

Approved by AICTE, Affiliated to Andhra University

Dt: 10.12.2021

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 15.12.2021 at Seminar Hall at 10:00 AM to discuss the following Agenda:

### AGENDA OF THE MEETING:

1. To enquire about any possible incidents of Internal Complaints against sexual harassment.
2. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
3. To handle Grievances of Women Students and Faculty Members.
4. To identify and implement measures for enhancing awareness among the Students, Staff Members and Parents regarding types and consequences of sexual harassment and Disseminating it appropriately.
5. To decide on proper methods of handling Internal Complaint incidents if and when they occur including immediate report to Convenor and initiating necessary corrective action and counseling if necessary.

All the committee members are informed to attend the meeting on 15.12.2021.

Dt: 10.12.2021

  
CONVENER, ICC







# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education  
Approved by AICTE, Affiliated to Andhra University

Dt: 15.12.2021

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 15.12.2021 at 10:00AM. The Convener welcomed all the members and invited suggestions for enhancing the efficiency of the Internal Complaints Committee Committee.

1. Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor reminded the Committee members to work effectively towards receiving and handling complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.
2. The Convenor enquired about the Grievances faced by Women students in the College. Students have not mentioned any Grievances.
3. The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances.
4. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.
5. The Convenor enquired about any incidents of Sexual Harassment cases or if any Internal Complaints from the Committee members and the Committee Members replied in the negative.
6. The Convenor also stressed the need for maintaining high standards of Student discipline in the Campus.

The Committee members under the guidance of the Convenor discussed these issues and resolved the following:

1. To continue to monitor the Classrooms, Corridors, Canteen and Campus premises to maintain Sexual Harassment Cases Free environment.
2. To create awareness for Freshers and all stakeholders by displaying Anti- Sexual Harassment rules on Brochures and posters as well as phone numbers of Internal Complaints Committee Members at all prominent positions in the College for easy Complaint and Redressal.
3. To ensure that Against the Sexual Harassment measures are discussed by the Staff Members in the Classrooms and Laboratories.

Dt: 15.12.2021

  
CONVENER, ICC





# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education  
Approved by AICTE, Affiliated to Andhra University

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 15.12.2021

### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Faculty Member	
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	
5	Mrs.SowjanyaKiranmayi	Assistant Librarian	Non-Teaching	
6	Mrs.V.SanjuktaPatnaik	Office Assistant	Non-Teaching	
7	A.Urmila	CIVIL	IV B.Tech Student	
8	G.Pravalika	EEE	IV B.Tech Student	
9	G.Usha Sri	CSE	IV B.Tech Student	
10	U.Sowmya	ECE	IV B.Tech Student	

Dt: 15.12.2021



CONVENER, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education  
Approved by AICTE, Affiliated to Andhra University

Dt: 26.02.2022,

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 03.03.2022 at Seminar Hall at 10:00 AM to discuss the following Agenda:

### AGENDA OF THE MEETING:

1. To enquire about any possible incidents of Sexual Harassment cases or if any Internal Complaints.
2. To identify and implement measures for enhancing awareness among the Students, Staff Members and Parents regarding types and consequences of Internal Complaints and disseminating it appropriately.
3. To decide on proper methods of handling against Sexual Harassment incidents if and when they occur including immediate report to Convenor and initiating necessary corrective action and counseling if necessary.
4. The Convenor advised the committee members to conduct the women's day Celebrations on 8<sup>th</sup>, March 2019 as a Inter National Women's Day.
5. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
6. To handle Grievances of Women Students and Faculty Members

All the committee members are informed to attend the meeting on 03.03.2022.

Dt: 26.02.2022



  
CONVENOR, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education

Approved by AICTE, Affiliated to Andhra University

Dt: 03.03.2022

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 03.03.2022 at 10:00AM. The Convener welcomed all the members and invited suggestions for enhancing the efficiency of the Internal Complaints Committee.

1. Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor reminded the Committee members to work effectively towards receiving and handling complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.
2. The Convenor enquired about the Grievances faced by Women students in the College. Students have not mentioned any Grievances.
3. The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances.
4. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.
5. The Convenor enquired about any incidents of Sexual Harassment cases or if any Internal Complaints from the Committee members and the Committee Members replied in the negative.
6. The Convenor also stressed the need for maintaining high standards of Student discipline in the Campus.

The Committee members under the guidance of the Convenor discussed these issues and resolved the following:

1. To continue to monitor the Classrooms, Corridors, Canteen and Campus premises to maintain Sexual Harassment Cases Free environment.
2. To create awareness for Freshers and all stakeholders by displaying Anti- Sexual Harassment rules on Brochures and posters as well as phone numbers of Internal Complaints Committee Members at all prominent positions in the College for easy Complaint and Redressal.
3. To ensure that Against the Sexual Harassment measures are discussed by the Staff Members in the Classrooms and Laboratories.
4. Planed to Celebrating the women's day Celebrations on 8<sup>th</sup>, March 2022 as a Inter National Women's Day.

Dt: 03.03.2022



  
CONVENER, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education  
Approved by AICTE, Affiliated to Andhra University

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 03.03.2022

### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Faculty Member	
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	
5	Mrs.SowjanyaKiranmayi	Assistant Librarian	Non-Teaching	
6	Mrs.V.SanjuktaPatnaik	Office Assistant	Non-Teaching	
7	A.Urmila	CIVIL	IV B.Tech Student	
8	G.Pravalika	EEE	IV B.Tech Student	
9	G.Usha Sri	CSE	IV B.Tech Student	
10	U.Sowmya	ECE	IV B.Tech Student	

Dt: 03.03.2022



CONVENER, ICC



**Dr.LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING**

**The Society for Collegiate Education**

**Affiliated to Andhra University, Approved by AICTE**

**#52-14-75, Resapuvanipalem, Visakhapatnam - 530013.**

**Ph: Off: 0891-2703923, 2703926**

**Email: principal@lbce.edu.in, Website: https://lbce.edu.in**

LBC/Admin/Committee/June,2020-21

**OFFICE ORDER**

**Internal Complaint Committee (ICC)**

**2020-2021**

The Internal Complaint Committee (ICC) for the Academic Year 2020-2021 has been constituted with the following members.

S No	Name of the Member	Designation	Role / Position
1	Dr. D Deepak Chowdary	Principal	Convenor
2	Dr.V.Radha Devi	Associate Professor	Faculty Member
3	Mrs.N.Swathi	Assistant Professor	Faculty Member
4	Mrs.Sowjanya Kiranmayi	Assistant Librarian	Non-Teaching
5	Mrs.V.Sanjukta Patnaik	Office Assistant	Non-Teaching
6	S.Jyothi	CE	IV B.Tech Student (317136408042)
7	M.Harika	CSE	IV B.Tech Student (317136410064)
8	B.Maheswari	ECE	IV B.Tech Student (317136412020)
9	K.Sowjanya	EEE	IV B.Tech Student (317136414014)

*D. D. M. C. V.*

**PRINCIPAL**

**Principal**

**Dr. Lankapalli Bullayya College of Engineering,  
D.No.52-14-75, Resapuvanipalem  
Visakhapatnam-530013, Andhra Pradesh**

To  
The Secretary and Correspondent,  
Administrative Officer, Office Superintendent.  
All The HOD's and Staff Members,  
SDC Co-ordinator, TPO, IQAC Co-ordinator,  
NSS Program Officer, Physical Director.





# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education  
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INTERNAL COMPLAINTS COMMITTEE			
PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETINGS FOR THE AY 2020-2021			
S.No	Day / Date of Meeting Notice	Day / Date of Conduct of Meeting	Page No
1	14.09.2020(MONDAY)	19.09.2020 (SATURDAY)	32-34
2	14.12.2020 (MONDAY)	19.12.2020 (SATURDAY)	35-37
3	27.02.2021 (MONDAY)	06.03.2021 (SATURDAY)	38-40



  
CONVENER, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education

Approved by AICTE, Affiliated to Andhra University

Dt: 14.09.2020

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 19.09.2020 at Seminar Hall at 10:00 AM to discuss the following Agenda:

### AGENDA OF THE MEETING:

1. To discuss the functioning of the ICC and the progress made in conducting gender sensitization workshops at the Dr. Lankapalli Bullayya College of Engineering for students, staff and faculty
2. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
3. To handle Grievances of Women Students and Faculty Members

All the committee members are informed to attend the meeting on 19.09.2020.

Dt: 14.09.2020

  
CONVENER, ICC







# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education  
Approved by AICTE, Affiliated to Andhra University

Dt: 19.09.2020

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 19.09.2020 at 10:00AM.

Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor has introduced all the members and informed them about their roles and responsibilities required to positively impact the Women community through informing about existing measures to receive and handle complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.

1. Convenor enquired about the Grievances faced by Women students in the College Students has not mentioned any Grievances and Orientation Program.
- 2.The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances and Women Empowerment and safety.
3. The Convenor advised the committee members to conduct the women's day Celebrations on 8<sup>th</sup>, March2019 as a Inter National Womens Day.
4. Regarding the Initiation of Communication Activities and Women Clubs.
5. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.

The Committee members under the guidance of the Convenor discussed the above issues and resolved the following:

1. It was decided that an Orientation Program is to be conducted for New Comers and new faculty where facilities for female faculty and students, Gender champions policy, Gender Sensitization and Institution scholarship will be discussed.
2. It was also resolved that events like flash mobs and street plays are to be conducted by Dance club and Dramatics club on Women empowerment and safety.
3. Women's Day is to be celebrated Poster making competition on the theme Challenges of Cyber Crime against Women.
4. Few events are to be conducted by Language Club for communication activities on the topics like Women Make Better Managers, Girls are Girls, and Boys are Boys and women empowerment themes.

Dt: 19.09.2020



  
CONVENOR, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education  
Approved by AICTE, Affiliated to Andhra University

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 19.09.2020

### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Faculty Member	V. Radha Devi
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	U. Ganga Bhavani
5	Mrs.SowjanyaKiranmayi	Assistant Librarian	Non-Teaching	
6	Mrs.V.SanjuktaPatnaik	Office Assistant	Non-Teaching	
7	S.Jyothi	CIVIL	IV B.Tech Student	S. Jyothi
8	M.Harika	CSE	IV B.Tech Student	M. Harika
9	B.Maheswari	ECE	IV B.Tech Student	Maheswari
10	K.Sowjanya	EEE	IV B.Tech Student	K. Sowjanya

Dt: 19.09.2020



CONVENOR, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education  
Approved by AICTE. Affiliated to Andhra University

Dt: 14.12.2020

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETING NOTICE

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1. To enquire about any possible incidents of Internal Complaints against sexual harassment.
2. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
3. To handle Grievances of Women Students and Faculty Members.
4. To identify and implement measures for enhancing awareness among the Students, Staff Members and Parents regarding types and consequences of sexual harassment and Disseminating it appropriately.
5. To decide on proper methods of handling Internal Complaint incidents if and when they occur including immediate report to Convenor and initiating necessary corrective action and counseling if necessary.

All the committee members are informed to attend the meeting on 19.12.2020.

Dt: 14.12.2020

  
CONVENER, ICC





# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

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Dt: 19.12.2020

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 19.12.2020 at 10:00AM. The Convener welcomed all the members and invited suggestions for enhancing the efficiency of the Internal Complaints Committee Committee.

1. Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor reminded the Committee members to work effectively towards receiving and handling complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.
2. The Convenor enquired about the Grievances faced by Women students in the College. Students have not mentioned any Grievances.
3. The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances.
4. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.
5. The Convenor enquired about any incidents of Sexual Harassment cases or if any Internal Complaints from the Committee members and the Committee Members replied in the negative.
6. The Convenor also stressed the need for maintaining high standards of Student discipline in the Campus.

The Committee members under the guidance of the Convenor discussed these issues and resolved the following:

1. To continue to monitor the Classrooms, Corridors, Canteen and Campus premises to maintain Sexual Harassment Cases Free environment.
2. To create awareness for Freshers and all stakeholders by displaying Anti- Sexual Harassment rules on Brochures and posters as well as phone numbers of Internal Complaints Committee Members at all prominent positions in the College for easy Complaint and Redressal.
3. To ensure that Against the Sexual Harassment measures are discussed by the Staff Members in the Classrooms and Laboratories.

Dt: 19.12.2020



CONVENER, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

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## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 19.12.2020

### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Faculty Member	V. Radha Devi
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6	Mrs.V.SanjuktaPatnaik	Office Assistant	Non-Teaching	
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8	M.Harika	CSE	IV B.Tech Student	M. Harika
9	B.Maheswari	ECE	IV B.Tech Student	Maheswari
10	K.Sowjanya	EEE	IV B.Tech Student	K. Sowjanya

Dt: 19.12.2020



CONVENOR, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education

Approved by AICTE, Affiliated to Andhra University

Dt: 27.02.2021.

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 06.03.2021 at Seminar Hall at 10:00 AM to discuss the following Agenda:

### AGENDA OF THE MEETING:

1. To enquire about any possible incidents of Sexual Harassment cases or if any Internal Complaints.
2. To identify and implement measures for enhancing awareness among the Students, Staff Members and Parents regarding types and consequences of Internal Complaints and disseminating it appropriately.
3. To decide on proper methods of handling against Sexual Harassment incidents if and when they occur including immediate report to Convenor and initiating necessary corrective action and counseling if necessary.
4. The Convenor advised the committee members to conduct the women's day Celebrations on 8<sup>th</sup>, March 2021 as a Inter National Women's Day.
5. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
6. To handle Grievances of Women Students and Faculty Members

All the committee members are informed to attend the meeting on 06.03.2021.

Dt: 27.02.2021



  
CONVENOR, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education  
Approved by AICTE, Affiliated to Andhra University

Dt: 06.03.2021

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 06.03.2021 at 10:00AM. The Convener welcomed all the members and invited suggestions for enhancing the efficiency of the Internal Complaints Committee.

1. Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor reminded the Committee members to work effectively towards receiving and handling complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.
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The Committee members under the guidance of the Convenor discussed these issues and resolved the following:

1. To continue to monitor the Classrooms, Corridors, Canteen and Campus premises to maintain Sexual Harassment Cases Free environment.
2. To create awareness for Freshers and all stakeholders by displaying Anti- Sexual Harassment rules on Brochures and posters as well as phone numbers of Internal Complaints Committee Members at all prominent positions in the College for easy Complaint and Redressal.
3. To ensure that Against the Sexual Harassment measures are discussed by the Staff Members in the Classrooms and Laboratories.
4. Planed to Celebrating the women's day Celebrations on 8<sup>th</sup>, March 2021 as a Inter National Women's Day.

Dt: 06.03.2021



  
CONVENER, ICC



# Dr. Lankapalli Bullayya College of Engineering

New Resapuvani Palem, Visakhapatnam

Sponsored by Society of Collegiate Education

Approved by AICTE, Affiliated to Andhra University

## INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 06.03.2021

### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Faculty Member	
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	
5	Mrs.SowjanyaKiranmayi	Assistant Librarian	Non-Teaching	
6	Mrs.V.SanjuktaPatnaik	Office Assistant	Non-Teaching	
7	S.Jyothi	CIVIL	IV B.Tech Student	
8	M.Harika	CSE	IV B.Tech Student	
9	B.Maheswari	ECE	IV B.Tech Student	
10	K.Sowjanya	EEE	IV B.Tech Student	

Dt: 06.03.2021



CONVENOR, ICC





## Dr. Lankapalli Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)  
Affiliated to Andhra University & Approved by AICTE

D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013. A.P.  
Tel : +91 891 2703293, 2703296 / Fax : +91 891 2714423,  
E-mail : lbcenggprincipal@gmail.com Website : www.bullayyacollege.info

LBCEW/Admin/Committee/June,2019-20

### OFFICE ORDER

#### Internal Complaint Committee (ICC) 2019-2020

The Internal Complaint Committee (ICC) for the Academic Year 2019-2020 has been constituted with the following members.

S No	Name of the Member	Designation	Role / Position
1	Dr. D Deepak Chowdary	Principal	Convenor
2	Dr.V.Radha Devi	Associate Professor	Faculty Member
3	Mrs.N.Swathi	Assistant Professor	Faculty Member
4	Mrs.Sowjanya Kiranmayi	Assistant Librarian	Non-Teaching
5	Mrs.V.Sanjukta Patnaik	Office Assistant	Non-Teaching
6	T.Kusuma	EEE	IV B.Tech Student (316136414030)
7	M.Bindu Madhavi	ECE	IV B.Tech Student (316136412063)
8	S.Neelima	CSE	IV B.Tech Student (316136410094)
9	A.Manasa	CE	IV B.Tech Student (316136408001)

To  
The Secretary and Correspondent,  
Administrative Officer, Office Superintendent.  
All The HOD's and Staff Members,  
SDC Co-ordinator, TPO, IQAC Co-ordinator,  
NSS Program Officer, Physical Director.

  
PRINCIPAL

Dr. Lankapalli Bullayya College of  
Engineering (for Women)  
Survey No. 44, D. No. 52-14-75,  
Resapuvanipalem, Visakhapatnam-680013





## Dr. Lankapalli Bullaya College of Engineering (for Women)

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E-mail : lbcenggprincipal@gmail.com Website : www.bullayacollege.info

INTERNAL COMPLAINTS COMMITTEE			
PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETINGS FOR THE AY 2019-2020			
S.No	Day / Date of Meeting Notice	Day / Date of Conduct of Meeting	Page No
1	09.09.2019 (MONDAY)	14.09.2019 (SATURDAY)	43-45
2	18.11.2019 (MONDAY)	23.11.2019 (SATURDAY)	46-48
3	24.02.2020 (MONDAY)	29.02.2020 (SATURDAY)	49-51



  
CONVENER, ICC



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E-mail : lbcenggprincipal@gmail.com Website : www.bullayyacollege.info

Dt: 09.09.2019

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 14.09.2019 at Seminar Hall at 10:00 AM to discuss the following Agenda:

#### AGENDA OF THE MEETING:

1. To discuss the functioning of the ICC and the progress made in conducting gender sensitization workshops at the Dr. Lankapalli Bullayya College of Engineering for students, staff and faculty
2. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
3. To handle Grievances of Women Students and Faculty Members

All the committee members are informed to attend the meeting on 14.09.2019.

Dt: 09.09.2019



  
CONVENER, ICC



## Dr. Lankapalli Bullayya College of Engineering (for Women)

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E-mail : lbcenggprincipal@gmail.com Website : www.bullayyacollege.info

Dt: 14.09.2019

Visakhapatnam.

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 14.09.2019 at 10:00AM.

Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor has introduced all the members and informed them about their roles and responsibilities required to positively impact the Women community through informing about existing measures to receive and handle complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.

1. Convenor enquired about the Grievances faced by Women students in the College Students has not mentioned any Grievances and Orientation Program.
- 2.The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances and Women Empowerment and safety.
3. The Convenor advised the committee members to conduct the women's day Celebrations on 8<sup>th</sup>, March2019 as a Inter National Womens Day.
4. Regarding the Initiation of Communication Activities and Women Clubs.
5. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.

The Committee members under the guidance of the Convenor discussed the above issues and resolved the following:

1. It was decided that an Orientation Program is to be conducted for New Comers and new faculty where facilities for female faculty and students, Gender champions policy, Gender Sensitization and Institution scholarship will be discussed.
2. It was also resolved that events like flash mobs and street plays are to be conducted by Dance club and Dramatics club on Women empowerment and safety.
3. Women's Day is to be celebrated Poster making competition on the theme Challenges of Cyber Crime against Women.
4. Few events are to be conducted by Language Club for communication activities on the topics like Women Make Better Managers, Girls are Girls, and Boys are Boys and women empowerment themes.

Dt: 14.09.2019



  
CONVENOR, ICC



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E-mail : lbcenggprincipal@gmail.com Website : www.bullayyacollege.info

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 14.09.2019

#### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Faculty Member	
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	
5	Mrs.SowjanyaKiranmay	Assistant Librarian	Non-Teaching	
6	Mrs.V.SanjuktaPatnaik	Office Assistant	Non-Teaching	
7	T.Kusuma	EEE	IV B.Tech Student	
8	M.Bindu Madhavi	ECE	IV B.Tech Student	
9	S.Neelima	CSE	IV B.Tech Student	
10	A.Manasa	CIVIL	IV B.Tech Student	

Dt: 14.09.2019



CONVENOR, ICC



## Dr. Lankapalli Bullayya College of Engineering (for Women)

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E-mail : lbcenggprincipal@gmail.com Website : www.bullayyacollege.info

Dt: 18.11.2019

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASSMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 23.11.2019 at Seminar Hall at 10:00 AM to discuss the following Agenda:

#### AGENDA OF THE MEETING:

1. To enquire about any possible incidents of Internal Complaints against sexual harassment.
2. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
3. To handle Grievances of Women Students and Faculty Members.
4. To identify and implement measures for enhancing awareness among the Students, Staff Members and Parents regarding types and consequences of sexual harassment and Disseminating it appropriately.
5. To decide on proper methods of handling Internal Complaint incidents if and when they occur including immediate report to Convener and initiating necessary corrective action and counseling if necessary.

All the committee members are informed to attend the meeting on 23.11.2019.

Dt: 18.11.2019



  
CONVENER, ICC



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E-mail : lbcenggprincipal@gmail.com Website : www.bullayyacollege.info

Dt: 23.11.2019  
Visakhapatnam.

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 23.11.2019 at 10:00AM. The Convener welcomed all the members and invited suggestions for enhancing the efficiency of the Internal Complaints Committee.

1. Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor reminded the Committee members to work effectively towards receiving and handling complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.
2. The Convenor enquired about the Grievances faced by Women students in the College. Students have not mentioned any Grievances.
3. The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances.
4. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.
5. The Convenor enquired about any incidents of Sexual Harassment cases or if any Internal Complaints from the Committee members and the Committee Members replied in the negative.
6. The Convenor also stressed the need for maintaining high standards of Student discipline in the Campus.

The Committee members under the guidance of the Convenor discussed these issues and resolved the following:

1. To continue to monitor the Classrooms, Corridors, Canteen and Campus premises to maintain Sexual Harassment Cases Free environment.
2. To create awareness for Freshers and all stakeholders by displaying Anti- Sexual Harassment rules on Brochures and posters as well as phone numbers of Internal Complaints Committee Members at all prominent positions in the College for easy Complaint and Redressal.
3. To ensure that Against the Sexual Harassment measures are discussed by the Staff Members in the Classrooms and Laboratories.

Dt: 23.11.2019



  
CONVENER, ICC



## Dr. Lankapalli Bullayya College of Engineering (for Women)

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E-mail : lbcenggprincipal@gmail.com Website : www.bullayyacollege.info

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 23.11.2019

#### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Faculty Member	V. Radha Devi
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	N. Swathi
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	U. Ganga Devi
5	Mrs.SowjanyaKiranmay	Assistant Librarian	Non-Teaching	Sowjanya
6	Mrs.V.SanjuktaPatnaik	Office Assistant	Non-Teaching	V. Sanjukta
7	T.Kusuma	EEE	IV B.Tech Student	Kusuma
8	M.Bindu Madhavi	ECE	IV B.Tech Student	M. Bindu Madhavi
9	S.Neelima	CSE	IV B.Tech Student	S. Neelima
10	A.Manasa	CIVIL	IV B.Tech Student	Manasa

Dt: 23.11.2019



CONVENER, ICC





## Dr. Lankapalli Bullayya College of Engineering (for Women)

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Tel : +91 891 2703293, 2703296 / Fax : +91 891 2714423,  
E-mail : lbcenggprincipal@gmail.com Website : www.bullayyacollege.info

Dt: 24.02.2020,  
Visakhapatnam.

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASSMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 29.02.2020 at Seminar Hall at 10:00 AM to discuss the following Agenda:

#### AGENDA OF THE MEETING:

1. To enquire about any possible incidents of Sexual Harassment cases or if any Internal Complaints.
2. To identify and implement measures for enhancing awareness among the Students, Staff Members and Parents regarding types and consequences of Internal Complaints and disseminating it appropriately.
3. To decide on proper methods of handling against Sexual Harassment incidents if and when they occur including immediate report to Convenor and initiating necessary corrective action and counseling if necessary.
4. The Convenor advised the committee members to conduct the women's day Celebrations on 8<sup>th</sup>, March 2020 as a Inter-National Women's Day.
5. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
6. To handle Grievances of Women Students and Faculty Members

All the committee members are informed to attend the meeting on 29.02.2020.

Dt: 24.02.2020



  
CONVENOR, ICC



## Dr. Lankapalli Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)  
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E-mail : lbcenggprincipal@gmail.com Website : www.bullayyacollege.info

Dt: 29.02.2020

Visakhapatnam.

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 29.02.2020 at 10:00AM. The Convener welcomed all the members and invited suggestions for enhancing the efficiency of the Internal Complaints Committee.

1. Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor reminded the Committee members to work effectively towards receiving and handling complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.
2. The Convenor enquired about the Grievances faced by Women students in the College. Students have not mentioned any Grievances.
3. The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances.
4. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.
5. The Convenor enquired about any incidents of Sexual Harassment cases or if any Internal Complaints from the Committee members and the Committee Members replied in the negative.
6. The Convenor also stressed the need for maintaining high standards of Student discipline in the Campus.

The Committee members under the guidance of the Convenor discussed these issues and resolved the following:

1. To continue to monitor the Classrooms, Corridors, Canteen and Campus premises to maintain Sexual Harassment Cases Free environment.
2. To create awareness for Freshers and all stakeholders by displaying Anti- Sexual Harassment rules on Brochures and posters as well as phone numbers of Internal Complaints Committee Members at all prominent positions in the College for easy Complaint and Redressal.
3. To ensure that Against the Sexual Harassment measures are discussed by the Staff Members in the Classrooms and Laboratories.
4. Planed to Celebrating the women's day Celebrations on 8<sup>th</sup>, March 2020 as an Inter National Women's Day.

Dt: 29.02.2020



  
CONVENER, ICC



## Dr. Lankapalli Bullayya College of Engineering (for Women)

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E-mail : [ibcenggprincipal@gmail.com](mailto:ibcenggprincipal@gmail.com) Website : [www.bullayyacollege.info](http://www.bullayyacollege.info)

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 29.02.2020

#### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Faculty Member	
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	
5	Mrs.SowjanyaKiranmay	Assistant Librarian	Non-Teaching	
6	Mrs.V.SanjuktaPatnaik	Office Assistant	Non-Teaching	
7	T.Kusuma	EEE	IV B.Tech Student	
8	M.Bindu Madhavi	ECE	IV B.Tech Student	
9	S.Neelima	CSE	IV B.Tech Student	
10	A.Manasa	CIVIL	IV B.Tech Student	

Dt: 29.02.2020



CONVENOR, ICC



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LBCEW/Admin/Committee/June,2018-19

### OFFICE ORDER

#### Internal Complaint Committee (ICC) 2018-2019

The Internal Complaint Committee (ICC) for the Academic Year 2018-2019 has been constituted with the following members:

S No	Name of the Member	Designation	Role / Position
1	Dr. D Deepak Chowdary	Principal	Convenor
2	Dr.V.Radha Devi	Associate Professor	Faculty Member
3	Mrs.N.Swathi	Assistant Professor	Faculty Member
4	Mrs.Sowjanya Kiranmayi	Assistant Librarian	Non-Teaching
5	Mrs.V.Sanjukta Patnaik	Office Assistant	Non-Teaching
6	T.Satya Jaya	ECE	IV B.Tech Student (315136412081)
7	R.Vineesha	EEE	IV B.Tech Student (315136414012)
8	K.Sowjanya	CSE	IV B.Tech Student (315136410043)
9	K.Chandrika	CE	IV B.Tech Student (315136408007)

  
PRINCIPAL

Principal

Dr. Lankapalli Bullayya College of  
Engineering (for Women)  
Survey No. 44, D. No. 52-14-75,  
Resapuvanipalem, Visakhapatnam-530013

To  
The Secretary and Correspondent,  
Administrative Officer, Office Superintendent.  
All The HOD's and Staff Members,  
SDC Co-ordinator, TPO, IQAC Co-ordinator,  
NSS Program Officer, Physical Director.





## Dr. Lankapalli Bullaya College of Engineering (for Women)

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INTERNAL COMPLAINTS COMMITTEE			
PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETINGS FOR THE AY 2018-2019			
S.No	Day / Date of Meeting Notice	Day / Date of Conduct of Meeting	Page No
1	10.09.2018 (MONDAY)	15.09.2018 (SATURDAY)	54-56
2	10.12.2018 (MONDAY)	15.12.2018 (SATURDAY)	57-59
3	26.02.2019 (MONDAY)	03.03.2019 (SATURDAY)	60-62



  
CONVENER, ICC



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E-mail : lbcenggprincipal@gmail.com Website : www.bullayyacollege.info

Dt: 10.09.2018

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 15-09-2018 at Seminar Hall at 10:00 AM to discuss the following Agenda:

#### AGENDA OF THE MEETING:

1. To discuss the functioning of the ICC and the progress made in conducting gender sensitization workshops at the Dr. Lankapalli Bullayya College of Engineering for students, staff and faculty
2. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
3. To handle Grievances of Women Students and Faculty Members

All the committee members are informed to attend the meeting on 15-09-2018.

Dt: 10.09.2018



  
CONVENER, ICC



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E-mail : lbcenggprincipal@gmail.com Website : www.bullayyacollege.info

Dt: 15-09-2018  
Visakhapatnam.

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 15-09-2018 at 10:00AM.

Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor has introduced all the members and informed them about their roles and responsibilities required to positively impact the Women community through informing about existing measures to receive and handle complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.

1. Convenor enquired about the Grievances faced by Women students in the College Students has not mentioned any Grievances and Orientation Program.
- 2.The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances and Women Empowerment and safety.
3. The Convenor advised the committee members to conduct the women's day Celebrations on 8<sup>th</sup>, March 2019 as a Inter National Womens Day.
4. Regarding the Initiation of Communication Activities and Women Clubs.
5. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.

The Committee members under the guidance of the Convenor discussed the above issues and resolved the following:

1. It was decided that an Orientation Program is to be conducted for New Comers and new faculty where facilities for female faculty and students, Gender champions policy, Gender Sensitization and Institution scholarship will be discussed.
2. It was also resolved that events like flash mobs and street plays are to be conducted by Dance club and Dramatics club on Women empowerment and safety.
3. Women's Day is to be celebrated Poster making competition on the theme Challenges of Cyber Crime against Women.
4. Few events are to be conducted by Language Club for communication activities on the topics like Women Make Better Managers, Girls are Girls, and Boys are Boys and women empowerment themes.

Dt: 15-09-2018



  
CONVENOR, ICC



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E-mail : lbcenggprincipal@gmail.com Website : www.bullayyacollege.info

### INTERNAL COMPLAINTS COMMITTEE

### PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 15-09-2018

#### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Faculty Member	
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	
5	Mrs.Sowjanya Kiranmayi	Assistant Librarian	Non-Teaching	
6	Mrs.V.Sanjukta Patnaik	Office Assistant	Non-Teaching	
7	T.Satya Jaya	ECE	IV B.Tech Student	
8	R.Vineesha	EEE	IV B.Tech Student	
9	K.Sowjanya	CSE	IV B.Tech Student	
10	K.Chandrika	CIVIL	IV B.Tech Student	

Dt: 15-09-2018



CONVENER, ICC





## Dr. Lankapalli Bullayya College of Engineering (for Women)

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10.12.2018

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 15.12.2018 at Seminar Hall at 10:00 AM to discuss the following Agenda:

#### AGENDA OF THE MEETING:

1. To enquire about any possible incidents of Internal Complaints against sexual harassment.
2. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
3. To handle Grievances of Women Students and Faculty Members.
4. To identify and implement measures for enhancing awareness among the Students, Staff Members and Parents regarding types and consequences of sexual harassment and Disseminating it appropriately.
5. To decide on proper methods of handling Internal Complaint incidents if and when they occur including immediate report to Convenor and initiating necessary corrective action and counseling if necessary.

All the committee members are informed to attend the meeting on 15.12.2018.

Dt: 10.12.2018



  
CONVENOR, ICC



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Dt: 15.12.2018

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 15.12.2018 at 10:00AM. The Convener welcomed all the members and invited suggestions for enhancing the efficiency of the Internal Complaints Committee Committee.

1. Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor reminded the Committee members to work effectively towards receiving and handling complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.
2. The Convenor enquired about the Grievances faced by Women students in the College. Students have not mentioned any Grievances.
3. The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances.
4. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.
5. The Convenor enquired about any incidents of Sexual Harassment cases or if any Internal Complaints from the Committee members and the Committee Members replied in the negative.
6. The Convenor also stressed the need for maintaining high standards of Student discipline in the Campus.

The Committee members under the guidance of the Convenor discussed these issues and resolved the following:

1. To continue to monitor the Classrooms, Corridors, Canteen and Campus premises to maintain Sexual Harassment Cases Free environment.
2. To create awareness for Freshers and all stakeholders by displaying Anti- Sexual Harassment rules on Brochures and posters as well as phone numbers of Internal Complaints Committee Members at all prominent positions in the College for easy Complaint and Redressal.
3. To ensure that Against the Sexual Harassment measures are discussed by the Staff Members in the Classrooms and Laboratories.

Dt: 15.12.2018



  
CONVENOR, ICC



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### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 15.12.2018

#### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Faculty Member	V. Radha Devi
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	N. Swathi
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	U. Ganga Bhavani
5	Mrs.Sowjanya Kiranmayi	Assistant Librarian	Non-Teaching	Sowjanya Kiranmayi
6	Mrs.V.Sanjukta Patnaik	Office Assistant	Non-Teaching	V. Sanjukta Patnaik
7	T.Satya Jaya	ECE	IV B.Tech Student	T. Satya Jaya
8	R.Vineesha	EEE	IV B.Tech Student	Vineesha
9	K.Sowjanya	CSE	IV B.Tech Student	K. Sowjanya
10	K.Chandrika	CIVIL	IV B.Tech Student	K. Chandrika

Dt: 15.12.2018



CONVENOR, ICC



## Dr. Lankapalli Bullayya College of Engineering (for Women)

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Dt: 26.02.2019,

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT COMMITTEE MEETING NOTICE

A meeting of the Internal Complaints Committee against Sexual Harassment of Women: Prevention, Prohibition and Redressal at Dr.Lankapalli Bullayya College of Engineering, Visakhapatnam, are convened on 03.03.2019 at Seminar Hall at 10:00 AM to discuss the following Agenda:

#### AGENDA OF THE MEETING:

1. To enquire about any possible incidents of Sexual Harassment cases or if any Internal Complaints.
2. To identify and implement measures for enhancing awareness among the Students, Staff Members and Parents regarding types and consequences of Internal Complaints and disseminating it appropriately.
3. To decide on proper methods of handling against Sexual Harassment incidents if and when they occur including immediate report to Convenor and initiating necessary corrective action and counseling if necessary.
4. The Convenor advised the committee members to conduct the women's day Celebrations on 8<sup>th</sup>, March 2019 as a Inter National Women's Day.
5. To reorient the efforts of ICC Committee towards speedy receipt and redressal of Complaints against Women and revise the existing approaches as necessary.
6. To handle Grievances of Women Students and Faculty Members

All the committee members are informed to attend the meeting on 03.03.2019.

Dt: 26.02.2019



  
CONVENOR, ICC



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Dt: 03.03.2019

### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MINUTES OF MEETING

A meeting of Internal Complaints Committee was held in the Seminar Hall, Second Floor, Dr.LBCE, Visakhapatnam on 03.03.2019 at 10:00AM. The Convener welcomed all the members and invited suggestions for enhancing the efficiency of the Internal Complaints Committee.

1. Dr.D.Madhavi, Internal Complaints Committee Convenor welcomed all the members to the meeting at 10:00 AM. Before proceeding to the agenda, the Convenor reminded the Committee members to work effectively towards receiving and handling complaints against Women Students and Faculty Members. The members have discussed about the issues mentioned in Agenda.
2. The Convenor enquired about the Grievances faced by Women students in the College. Students have not mentioned any Grievances.
3. The Convenor enquired about the Grievances faced by Women Faculty Members. Committee Members have not mentioned any Grievances.
4. Convenor and Co-Convenor advised the Committee Members to proactively work towards creating a healthy environment for Women Students and Faculty Members.
5. The Convenor enquired about any incidents of Sexual Harassment cases or if any Internal Complaints from the Committee members and the Committee Members replied in the negative.
6. The Convenor also stressed the need for maintaining high standards of Student discipline in the Campus.

The Committee members under the guidance of the Convenor discussed these issues and resolved the following:

1. To continue to monitor the Classrooms, Corridors, Canteen and Campus premises to maintain Sexual Harassment Cases Free environment.
2. To create awareness for Freshers and all stakeholders by displaying Anti- Sexual Harassment rules on Brochures and posters as well as phone numbers of Internal Complaints Committee Members at all prominent positions in the College for easy Complaint and Redressal.
3. To ensure that Against the Sexual Harassment measures are discussed by the Staff Members in the Classrooms and Laboratories.
4. Planed to Celebrating the women's day Celebrations on 8<sup>th</sup>, March 2019 as a Inter National Women's Day.

Dt: 03.03.2019



  
CONVENER, ICC



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### INTERNAL COMPLAINTS COMMITTEE PREVENTION OF SEXUAL HARRASHMENT MEETING HELD ON 03.03.2019

#### Attendance Sheet:

SNo	Name of the Member	Designation	Role/Position	Signature
1	Dr.D.Madhavi	Professor	Convenor	
2	Dr.V.Radha Devi	Associate Professor	Faculty Member	
3	Mrs.N.Swathi	Assistant Professor	Faculty Member	
4	Mrs. U Ganga Bhavani	Asst. Professor	Non-teaching	
5	Mrs.Sowjanya Kiranmayi	Assistant Librarian	Non-Teaching	
6	Mrs.V.Sanjukta Patnaik	Office Assistant	Non-Teaching	
7	T.Satya Jaya	ECE	IV B.Tech Student	
8	R.Vineesha	EEE	IV B.Tech Student	
9	K.Sowjanya	CSE	IV B.Tech Student	
10	K.Chandrika	CIVIL	IV B.Tech Student	

Dt: 03.03.2019



CONVENOR, ICC