



# **Arulmigu Meenakshi Amman College of Engineering**

Vadamavandal, Namandi P.O., Cheyyar Taluk Tiruvannamalai District,  
Tamilnadu – 604 410

## **INTERNAL COMPLAINTS COMMITTEE**

### **CIRCULAR**

**Ref No: AMACE / 2025-2026/ICC/03**

**DATE : 27/11/2025**

In pursuance of Government Gazette , AICTE and UGC (prevention , prohibition and redressal of sexual harassment of employees and students in higher educational institutions), internal complaints committee (ICC) has been formed in our college in order to deal with the complaints relating to Sexual harassment at work place.

If any faculty, staff or student has any kind of sexual harassment, the same can be brought to the notice of the convener or any member of the ICC for necessary action and redressal.

**PRINCIPAL**

Copy to:

The Committee members

The HODs of various departments

The Notice board



**ARULMIGU MEENAKSHI AMMAN COLLEGE OF ENGINEERING  
VADAMAVANDAL - 604410.**

**INTERNAL COMPLAINTS COMMITTEE**

**CIRCULAR**

**Ref No: AMACE / 2025-2026/ICC/04**

**DATE :27/11/2025**

In pursuance of the notifications issued by UGC, Government Gazette and AICTE, The Internal Complaints Committee has been formed in our Institution and has been revamped for the academic year 2025-2026, under the guidance of the HODs of various departments and the Principal.

Those students who has spotted or facing barriers with the issues related to the gender based discriminations or harassments in the college premises can post to the following committee members and assure that we all cooperate to resolve the issues confidentially and impartially.

This revised committee is with effective from 27/11/2025

| S.No | NAME OF MEMBERS            | DESIGNATION            | DEPARTMENT or POST            | POSITION          |
|------|----------------------------|------------------------|-------------------------------|-------------------|
| 1    | Mrs.V.Jancirani .          | Assistant professor    | HOD of Chemical Engg          | Presiding Officer |
| 2    | Ms. S.Chinthamani          | Assistant professor    | Science And Humanities        | Convenor          |
| 3    | Mr.V.Umapathy              | Assistant professor    | Mechanical Engg               | Member            |
| 4    | Ms. R. Hari praba          | Assistant professor    | Civil Engineering             | Member            |
| 5    | Ms.P. Shankaar             | Assistant professor    | HOD of MBA                    | Member            |
| 6    | Mrs.R.Anbarasi             | Assistant professor    | HOD of MCA                    | Member            |
| 7    | Mr.D.S.B. Balajisha        | Assistant professor    | HOD of IT                     | Member            |
| 8    | Mrs. V. Gomathi            | Assistant professor    | HOD of CSE                    | Member            |
| 9    | Mrs. J.Shamala             | Assistant professor    | HOD of AIDS                   | Member            |
| 10   | Mr.D.Dhakshinamoorthy      | Assistant professor    | HOD of EEE                    | Member            |
| 11   | Dr.D. Balaji               | Assistant professor    | HOD of Mechanical             | Member            |
| 12   | Mrs.A.Jayanthi             | Assistant professor    | HOD Of ECE                    | Member            |
| 13   | Mr,C.Vijaya kumar          | Non Teaching Staff     | Administrative officer        | Member            |
| 14   | Mr.P.Raghupathy            | Librarian              | Senior faculty                | Member            |
| 15   | Mrs.V.Pavithra             | Non Teaching Staff     | Senior faculty                | Member            |
| 16   | Mr.N.Shanmugam             | Non Teaching Staff     | Senior faculty                | Member            |
| 17   | Ms.P.Vasanth               | Non Teaching Staff     | Senior house keeping          | Member            |
| 18   | Mr.T.Karunakaran           | Non Teaching Staff     | Senior house keeping          | Member            |
| 19   | Mr.A.Vedhiappan            | Student representative | III Yr CSE                    | Member            |
| 20   | Ms. I. Sandhya             | Student representative | III Yr IT                     | Member            |
| 21   | Ms.R. Dhivyashree          | Student representative | I Yr MBA                      | Member            |
| 22   | Ms.R.Sumithra Chakravarthy | Resource person        | Advocate/Legal counselor      | Member            |
| 23   | Adv.Karthika               | Resource person        | Junior Advocate/Legal Advisor | Member            |

Copy to:  
The Committee members  
The HODs of various departments  
The Notice board

**Co-Ordinator**



## **ARULMIGU MEENAKSHI AMMAN COLLEGE OF ENGINEERING VADAMAVANDAL - 604410.**

### **INTERNAL COMPLAINTS COMMITTEE**

#### **The sexual harassment of women at work place (prevention, prohibition and redressal) act 2013**

- ★ The sexual harassment of women at workplace (prevention, prohibition and redressal) act 2013 is an act to provide protection against sexual harassment of women at work place.
- ★ Sexual harassment results in the violation of basic fundamental rights of women such as Right to equality under article 14, 15 and her right to live with dignity under article 21 of the constitution of India.

#### **Functions of ICC:**

- As per the guidelines of UGC, NAAC and the Supreme Court, the college has established the Internal Complaints Committee for the effective enforcement of basic human rights of gender equality and assurance of an environment to be free from sexual harassment and abuses.
- Prevents discriminations, gender, caste and other inequalities against women by creating awareness
- Spreads social awareness through street plays, marathons etc.
- Promptly and confidentially deals with the cases of any sexual harassment and abuses in the campus and taking necessary steps against the accused.
- Provide assistance if an employee or a student chooses to file a complaint with the police;
- Provide mechanisms of dispute redressal and dialogue to anticipate and address issues through just and fair conciliation without undermining complainant's rights, and minimize the need for purely punitive approaches that lead to further resentment, alienation or violence;
- Protect the safety of the complainant by not divulging the person's identity, and provide the mandatory relief by way of sanctioned leave or relaxation of attendance requirement or transfer to another department or supervisor as required during the pendency of the complaint, or also provide for the transfer of the offender;
- Ensure that victims or witnesses are not victimized or discriminated against while dealing with complaints of sexual harassment; and
- Ensure prohibition of retaliation or adverse action against a covered individual because the employee or the student is engaged in protected activity.



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Tamilnadu – 604 410

### **Establishment of Online Internal Complaine Committee Mechanism**

The committee for the Online Internal Complaine Committee  
Mechanism is established.

<https://forms.gle/kFErZQ12TA5z9Ncf9>

**Coordinator**

**Chairman**