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Date:10/02/2026

INTERNAL COMPLAINT COMMITTEE

INTRODUCTION

Sanketika Polytechnic College is committed to providing a **safe and secure environment for all employees and students**. To prevent and address incidents of sexual harassment at the workplace, the institution has constituted an **Internal Complaint Committee (ICC)** as per the provisions of the **POSH Act, 2013** and the guidelines followed by the All India Council for Technical Education.

COMPOSITION OF THE INTERNAL COMPLAINT COMMITTEE

The following members are nominated to constitute the **Establishment of Internal Committee** for the academic year **2026–2027**.

S. NO	NAME OF THE STAFF	DESIGNATION	SIGNATURE
1.	Mr.A .RAMA KRISHNA	Chairperson	<i>A.Rama Krishna</i>
2.	Mrs.T.SATYA VANI	Co-ordinator	<i>T.Satya Vani</i>
3.	Mrs.V.GNANA PRASUNA	Faculty Member	<i>V.Gnana Prasuna</i>
4.	Mrs K DEVI	Faculty Member	<i>K Devi</i>
5.	Mrs.A SUNEETHA	Faculty Member	<i>A.Suneetha</i>
6.	Ms.S SUJITHA	Faculty Member	<i>S Sujitha</i>
7.	Y.ANITHA	Student Member	<i>Y.Anitha</i>
8.	A.ANJALI	Student Member	<i>A.Anjali</i>
9.	Mrs.SUDHA RANI	CI-DISHA YENDADA POLICE STATION(NGO MEMBER)	<i>Sudha Rani</i>

OBJECTIVES OF THE INTERNAL COMPLAINT COMMITTEE

The objectives of the Internal Committee are:

- To prevent sexual harassment at the workplace.
- To provide a safe environment for women employees and students.

A.Rama Krishna
Principal
Sanketika Polytechnic
P.M. Palem, Visakhapatnam-530 041

- To address complaints related to harassment in a confidential and fair manner.
- To promote awareness about gender equality and workplace dignity.

DUTIES AND RESPONSIBILITIES OF THE INTERNAL COMPLAINT COMMITTEE

- Ensure that the institution maintains a workplace free from sexual harassment.
- Receive and examine complaints related to sexual harassment from employees or students.
- Conduct a fair and confidential inquiry into complaints received.
- Organize seminars, workshops, and awareness programs on gender sensitization.
- Maintain strict confidentiality during investigation and decision-making processes.

COMPLAINT PROCEDURE

- Any aggrieved person may submit a complaint in writing or through the official website/email of the Internal Committee regarding incidents of sexual harassment at the workplace.
- The complaint should be filed within **three months of the incident**.
- The committee shall conduct an inquiry and recommend appropriate action.

A. Rama (10/02/2020)

**PRINCIPAL
SANKETIKA POLYTECHNIC COLLEGE**

Principal
Sanketika Polytechnic
P.M. Palem, Visakhapatnam-41