

**CONSTITUTION OF INTERNAL COMPLAINTS
COMMITTEE
2019-2024**

Internal Complaints Committee (ICC)

Our Commitment:

At Rajagiri College of Management and Applied Sciences, Kakkanad, the Internal Complaints Committee (ICC) is dedicated to fostering a safe, respectful, and inclusive environment for all members of our campus community. We are steadfast in our commitment to addressing and resolving issues related to harassment, discrimination, and other forms of misconduct.

Mission Statement:

The mission of the ICC is to cultivate a campus culture where every individual feels secure and valued, irrespective of their gender, background, or identity. We strive to nurture an atmosphere of respect and empathy, where incidents of harassment or discrimination are promptly acknowledged, addressed, and rectified.

Objectives:

1. Complaint Handling:

The ICC is entrusted with the responsibility of receiving and addressing complaints concerning sexual harassment, gender-based discrimination, and other forms of misconduct. We ensure that these complaints are handled with the utmost sensitivity, confidentiality, and impartiality.

2. Awareness and Prevention:

To foster a culture of awareness and prevention, we disseminate information regarding ICC through college handbook and pamphlets designed to educate the campus community about their rights and responsibilities. Through these initiatives, we aim to prevent incidents of harassment and discrimination.

3. Support and Guidance:

We offer guidance and support to individuals who have experienced harassment or discrimination, assisting them in navigating the reporting process and accessing necessary resources. Our goal is to provide a supportive environment for those in need.

4. Policy Compliance:

The ICC ensures that Rajagiri College of Management and Applied Sciences complies



Legal

with all relevant laws and policies concerning harassment and discrimination, including the Prevention of Sexual Harassment at Workplace Act. We are dedicated to upholding the highest standards of legal and ethical conduct.

5. Grievance Redressal:

In addition to addressing specific complaints, we provide a grievance redressal mechanism to resolve issues and concerns related to harassment, discrimination, or misconduct. Our aim is to facilitate fair and equitable outcomes for all parties involved.

Reporting an Incident:

If you have experienced or witnessed an incident of harassment or discrimination, we strongly encourage you to report it to the ICC. Your confidentiality will be respected, and we are committed to taking prompt and decisive action to address the matter.

By working together, we can create a campus community where every individual feels respected, supported, and empowered to succeed.



Dr. Laly Mathew

PRINCIPAL
Rajagiri College of Management & Applied Sciences
Rajagiri Valley. P. O., Kakkannad - 682 039



RCMAS

RAJAGIRI COLLEGE OF MANAGEMENT &
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(Affiliated to Mahatma Gandhi University, Kottayam)

Rajagiri Valley P.O., Kakkanad
Cochin - 682 039, Kerala
E office@rajagiricollege.edu.in
www.rajagiricollege.edu.in

NOTIFICATION

No: RCMAS/ 01/1CC/01/2023

Date: 02/08/2023

Sub: Internal Complaint Committee - Committee members for the year 2023-2024

Ref: DoP & T O.M. No 11013/2/2014 dated 02/02/2015.

As per the regulations outlined in the government circular dated 10-09-2021 the Internal Complaint Committee for the academic year 2023-2024 has been constituted. The committee comprises the following members.

Sl. No	Name	Designation
1	Dr. Indu G Krishnan	Presiding Officer
2	Dr. Ajosh George	Faculty member
3	Ms. Raji T	Faculty member
4	Mr. Ranjith K Jose	Office Superintendent
5	Ms. Jincy Sunil	Chief Accountant
6	Ms. Beneeta Benny	Student Representative (PG)
7	Ms. Varsha Ajay	Student Representative (UG)
8	Ms. Grace Mridula Raphael	Student Representative (UG)
9	Ms. Anooja Basheer	NGO Member




Principal

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NOTIFICATION

No: RCMAS/ 01/1CC/01/2022

Date: 06/07/2022

Sub: Internal Complaint Committee - Committee members for the year 2022-2023

Ref: DoP &T O.M. No 11013/2/2014 dated 02/02/2015.

As per the regulations outlined in the government circular dated 10-09-2021 the Internal Complaint Committee for the academic year 2022-2023 has been constituted. The committee comprises the following members.

Sl.No	Name	Designation
1	Dr. Indu G Krishnan	Presiding Officer
2	Dr. Ajosh George	Faculty Member
3	Ms. Raji T	Faculty Member
4	Mr. Ranjith K Jose	Office Superintendent
5	Ms. Jincy Sunil	Chief Accountant
6	Ms. Beneeta Benny	Student Representative (PG)
7	Ms. Varsha L	Student Representative (UG)
8	Ms. Shakkeeba Faheem	Student Representative (UG)
9	Ms. Anooja Basheer	NGO Member



Rev. Fr. Ajeesh Puthussery CMI

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NOTIFICATION

No: RCMAS/ 01/1CC/01/2021

Date: 21/06/2021

Sub: Anti - sexual harassment Cell - Committee members for the year 2021-2022

Ref: DoP &T O.M. No 11013/2/2014 dated 02/02/2015.

As per the regulations and guidelines of the Honourable Supreme Court, the Anti - sexual harassment Cell for the academic year 2021-2022 has been constituted. The committee comprises the following members.

Sl.No	Name	Designation
1	Dr. Indu G Krishnan	Presiding Officer
2	Dr. Ajosh George	Faculty Member
3	Ms. Raji T	Faculty Member
4	Mr. Ranjith K Jose	Office Superintendent
5	Ms. Jincy Sunil	Chief Accountant
6	Ms. Sara John Philip	Student Representative (PG)
7	Ms. Varsha L	Student Representative (UG)
8	Ms. Shakkeeba Faheem	Student Representative (UG)
9	Dr. Sheena Rajan Philip	NGO Member



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No: RCMAS/ 01/1CC/01/2020

Date: 15/07/2020

Sub: Anti - Sexual harassment Cell - Committee members for the year 2020-2021

Ref: DoP & T O.M. No 11013/2/2014 dated 02/02/2015.

As per the regulations and guidelines of the Honourable Supreme Court, the Anti - sexual harassment Cell for the academic year 2020-2021 has been constituted. The committee comprises the following members.

Sl.No	Name	Designation
1	Dr. Indu G Krishnan	Presiding Officer
2	Dr. Ajosh George	Faculty Member
3	Ms. Raji T	Faculty Member
4	Mr. Ranjith K Jose	Office Superintendent
5	Ms. Jincy Sunil	Chief Accountant
6	Ms. Mariya Santy	Student Representative (PG)
7	Ms. Darshna Ramesh	Student Representative (UG)
8	Ms. Lucy Rose	Student Representative (UG)
9	Dr. Sheena Rajan Philip	NGO Member



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No: RCMAS/ 01/1CC/01/2019

Date: 10/07/2019

Sub: Anti - Sexual harassment Cell - Committee members for the year 2019-2020

Ref: DoP &T O.M. No 11013/2/2014 dated 02/02/2015.

As per the regulations and guidelines of the Honourable Supreme Court, the Anti - sexual harassment Cell for the academic year 2019-2020 has been constituted. The committee comprises the following members.

Sl.No	Name	Position
1	Dr. Indu G Krishnan	Presiding Officer
2	Dr. Ajosh George	Faculty Member
3	Ms. Raji T	Faculty Member
4	Mr. Ranjith K Jose	Office Superintendent
5	Ms.Jincy Sunil	Chief Accountant
6	Ms. Mariya Reji	Student Representative (PG)
7	Ms. Anjali Baiju	Student Representative (UG)
8	Ms. Shreya Ravikumar	Student Representative (UG)
9	Dr. Sheena Rajan Philip	NGO Member

Fr. A. J. Saviance CMI



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