



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

Circular

Ref.No: SSEC/ICC/2025-26/01

Date: 18.07.2025

In compliance of directives of All India council for Technical Education, New Delhi, being the principal of this institution hereby constitutes a standing committee known as INTERNAL COMPLAINT COMMITTEE comprising the following.

Objective of ICC:

1. To ensure a safe and harassment-free environment on campus.
2. To prevent sexual harassment through awareness and sensitization.
3. To provide a confidential and accessible mechanism for complaints.
4. To conduct fair, unbiased, and timely inquiries.
5. To recommend appropriate actions and promote gender equality.

Constitution of ICC:

S.No	Name	Position	Designation	Phone Number
1	Dr.S.Poornima	Presiding Officer	Professor	8610447440
2	Mrs.P.Malarvizhi	DEAN	Professor	9442027366
3	Mrs.J.Jayasathya	Member – Teaching Faculty	Assistant Professor	9578932004
4	Mrs.R.Mohanasanthiya	Member– Teaching Faculty	Assistant Professor	9994369306
5	Mrs.N.Sheeba	Member – Non Teaching Faculty	Lab Technician	9655797344
6	Mrs.G.Bhuvaneshwari	Member – Non Teaching Faculty	Lab Technician	9789251646
7	Mr.P.A.Praveen	Member	Student	9942765836
8	Ms.A.Divya	Member	Student	9487816947
9	Ms.V.Aarthy	Member	Student	6382484050

Responsibility of ICC:

- Receive and acknowledge complaints of sexual harassment.
- Conduct investigation within the timelines prescribed (90 days).
- Maintain strict confidentiality of all proceedings.



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222

Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

- Recommend actions such as warning, suspension, termination, or counselling.
- Submit inquiry report to management within 10 days of completion.
- Organize POSH awareness workshops, training, and sensitization programs.
- Ensure prominently displayed anti-sexual harassment policies on campus.
- Prepare and submit annual reports to statutory authorities.
- Ensure a safe working and learning environment free from discrimination.



PRINCIPAL

PRINCIPAL

SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222

Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

CIRCULAR

Ref.No: SSEC/ICC/2025-26/02

Date: 18.07.2025

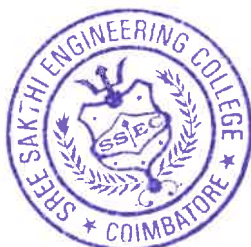
Subject: Constitution of Internal Complaints Committee (ICC) under POSH Act, 2013.

In compliance with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (POSH Act), and in the interest of ensuring a safe and secure working and learning environment for all, the following Internal Complaints Committee (ICC) is hereby constituted in our institution:

S.No	Name	Position	Designation	Phone Number
1	Dr.S.Poornima	Presiding Officer	Professor	8610447440
2	Mrs.P.Malarvizhi	DEAN	Professor	9442027366
3	Mrs.J.Jayasathya	Member – Teaching Faculty	Assistant Professor	9578932004
4	Mrs.R.Mohanasanthiya	Member– Teaching Faculty	Assistant Professor	9994369306
5	Mrs.N.Sheeba	Member – Non Teaching Faculty	Lab Technician	9655797344
6	Mrs.G.Bhuvaneshwari	Member – Non Teaching Faculty	Lab Technician	9789251646
7	Mr.P.A.Praveen	Member	Student	9942765836
8	Ms.A.Divya	Member	Student	9487816947
9	Ms.V.Aarthy	Member	Student	6382484050

This committee will be responsible for receiving and addressing complaints regarding sexual harassment and shall function strictly as per the POSH Act, 2013.

All faculty, staff, and students are hereby informed of the above and advised to approach the committee, if required, with confidence and confidentiality.




PRINCIPAL
PRINCIPAL

SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

MEETING CIRCULAR

Ref No.: SSEC/ICC/2025-26/03

Date: 20.10.2025

All members of the Internal Complaints Committee (ICC) are hereby informed that a meeting is scheduled as per the details below:

Date: 24.10.2025

Time: 11.30.p.m.

Venue: Board Room

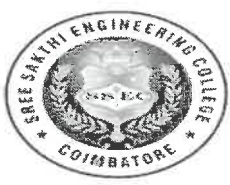
Agenda:

1. Review of previous meeting minutes.
2. Discussion of complaints received.
3. Status update on on-going inquiries.
4. Final decisions and action points.
5. Planning of awareness programmes.

All members are requested to attend the meeting without fail.



Presiding Officer



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

MINUTES OF MEETING - ICC

Meeting No.: 01

Date: 24.10.2025

Time: 11.30.p.m.

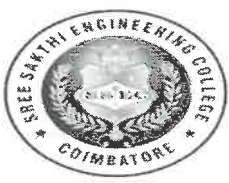
Venue: Board Room

Minutes of meeting:

1. The Presiding Officer welcomed all members and emphasized the importance of maintaining a safe, inclusive, and harassment-free campus environment.
2. The Coordinator reported that no formal grievances were received during the period.
3. The committee reviewed the effectiveness of existing preventive measures, including orientation sessions, sensitization programs, and awareness campaigns on gender equity and women empowerment.
4. Members assessed the safety infrastructure on campus, including security arrangements, CCTV coverage, and accessible grievance reporting channels.
5. The committee discussed ways to enhance awareness, such as workshops, seminars, and interactive sessions for students and staff.
6. Suggestions were made to implement a feedback mechanism for participants in awareness programs to continuously improve initiatives.
7. The Presiding Officer thanked all members for their active participation and commitment to campus safety and gender equity.
8. The date, venue, and tentative agenda for the next meeting were discussed and scheduled.

Presiding Officer

PRINCIPAL
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

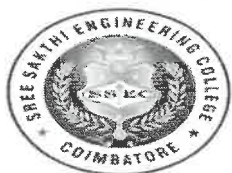
Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

Attendance:

S.No	Name	Position	Signature
1	Dr.S.Poornima	Presiding Officer	
2	Mrs.P.Malarvizhi	DEAN	
3	Mrs.J.Jayasathya	Member – Teaching Faculty	
4	Mrs.R.Mohanasanthiya	Member– Teaching Faculty	
5	Mrs.N.Sheeba	Member – Non Teaching Faculty	
6	Mrs.G.Bhuvaneshwari	Member – Non Teaching Faculty	
7	Mr.P.A.Praveen	Member	
8	Ms.A.Divya	Member	
9	Ms.V.Aarthy	Member	

PRINCIPAL

PRINCIPAL
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE-641104



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

ACTION TAKEN REPORT - ICC

Meeting No.: 01

Date: 24.10.2025

Time: 11.30.p.m.

Venue: Board Room

Action Taken:

S. No.	Discussion Point	Action Taken	Responsible	Target Date
1	Awareness Programs	Conducted and reviewed awareness sessions on gender equity, prevention of sexual harassment, and women empowerment.	Coordinator / ICC Members	Ongoing
2	Preventive Measures	Implemented orientation and sensitization programs for students and staff; evaluated their effectiveness.	ICC Members	Ongoing
3	Safety and Well-being of Women	Assessed and reviewed safety measures and initiatives to ensure the well-being of women on campus.	ICC Members / Administration	Ongoing
4	Compliance with Statutory Guidelines (POSH)	Reviewed adherence to POSH regulations and suggested improvements to ensure full compliance.	ICC / Presiding Officer	Ongoing
5	Future Initiatives	Planned workshops, seminars, and feedback mechanisms to enhance awareness and preventive measures.	ICC Members / Coordinator	Next Semester

PRESIDING OFFICER

PRINCIPAL

PRINCIPAL
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

MEETING CIRCULAR

Ref No.: SSEC/ICC/2025-26/04

Date: 02.02.2026

All members of the Internal Complaints Committee (ICC) are hereby informed that a meeting is scheduled as per the details below:

Date: 06.02.2026

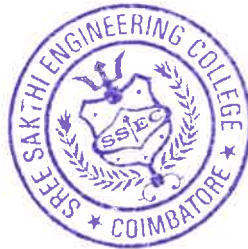
Time: 11.30.p.m.

Venue: Board Room

Agenda:

1. Review of previous meeting minutes.
2. Discussion of complaints received.
3. Status update on on-going inquiries.
4. Final decisions and action points.
5. Planning of awareness programmes.

All members are requested to attend the meeting without fail.



Presiding Officer



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

MINUTES OF MEETING - ICC

Meeting No.: 02

Date: 06.02.2026

Time: 11.30.p.m.

Venue: Board Room

Minutes of meeting:

- ❖ The Presiding Officer welcomed all members and emphasized the importance of ensuring a safe and inclusive campus.
- ❖ The Coordinator reported that no formal grievances were received during the period.
- ❖ The committee reviewed the effectiveness of awareness programs conducted on gender equity, prevention of sexual harassment, and women empowerment.
- ❖ Members discussed campus safety measures, including surveillance, lighting, emergency response systems, and accessibility of grievance reporting channels.
- ❖ The committee evaluated orientation and sensitization sessions for students and staff and suggested improvements to make them more interactive and engaging.
- ❖ Compliance with POSH and statutory regulations was reviewed; members suggested measures to ensure continued adherence.
- ❖ The committee proposed future initiatives, including workshops, seminars, awareness campaigns, and a feedback system for students and staff.
- ❖ The Presiding Officer thanked all members for their participation and concluded the meeting with a vote of thanks.

Presiding Officer

PRINCIPAL

PRINCIPAL
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

Attendance:

S.No	Name	Position	Signature
1	Dr.S.Poornima	Presiding Officer	
2	Mrs.P.Malarvizhi	DEAN	
3	Mrs.J.Jayasathya	Member – Teaching Faculty	
4	Mrs.R.Mohanasanthiya	Member– Teaching Faculty	
5	Mrs.N.Sheeba	Member – Non Teaching Faculty	
6	Mrs.G.Bhuvaneshwari	Member – Non Teaching Faculty	
7	Mr.P.A.Praveen	Member	
8	Ms.A.Divya	Member	
9	Ms.V.Aarthy	Member	

PRINCIPAL

PRINCIPAL
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104



SREE SAKTHI ENGINEERING COLLEGE

(AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

ACTION TAKEN REPORT - ICC

Meeting No.: 02

Date: 06.02.2026

Time: 11.30.p.m.

Venue: Board Room

Action Taken:

- ❖ Conducted and reviewed sessions on gender equity, prevention of sexual harassment, and women empowerment.
- ❖ Implemented orientation and sensitization sessions for students and staff and evaluated their effectiveness.
- ❖ Reviewed campus safety measures including CCTV, lighting, and emergency protocols; suggested improvements where needed.
- ❖ Reviewed adherence to POSH regulations and suggested improvements for complaint handling and awareness.
- ❖ Planned workshops, seminars, awareness campaigns, and feedback mechanisms for students and staff.

PRESIDING OFFICIER

PRINCIPAL

PRINCIPAL
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104