



V.S.B. ENGINEERING COLLEGE

(An Autonomous Institution)

(Anna University Recognized Research Institute)

Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai

NBA Accredited Courses, Accredited by NAAC

Internal Complaints Committee

(Sexual Harassment of Women at the Workplace)

Ref: VSBE/ICC/2025/01

22.07.2025

As per the guidelines of Supreme Court, UGC, Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, an Internal Complaints Committee (Anti-Sexual Harassment Cell) has been reconstituted by the College to provide safe academic and working environment to all girl students and its women employees. The woman empowerment cell which was established in the college on 01.06.2013 has been merged with Internal Complaints Committee.

The committee consists of the following members:

1. Dr. C. Sumithra Devi, Associate Professor, CSE

Email: principaloffice@vsbec.com

2. Dr. T.S. Kiruba Shankar, Vice Principal

Email: viceprincipal@vsbec.com

3. Dr. P.S. Gomathi, Controller of examinations

Email: ece@vsbec.com

4. Dr. Aniskumar, Deputy Warden, Boys Hostel

Email: deputywarden.bhl@vsbec.com

5. Dr. K. Kavitha, Deputy Warden, Girls Hostel

Email: deputywarden.gh@vsbec.com

6. Mrs. Sivagami, Advocate

Email: sivagami.m@yahoo.com

7. Mr. A. Ramalingam, Facility Manager

Email: ramalingama@vsbec.com

8. Ms. S. Elakkiya, Student

Email: elakkiyas@gmail.com

9. Ms. M. Kavika - Student

Email: kavikam2022@gmail.com

10. Ms. D. Pavithra - Student

Email: pavipavithra10@gmail.com



[Signature]
22/7/25
Dr. C. VENNILA, M.E., Ph.D.,
PRINCIPAL
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NH-67, COVAI ROAD, KARUDAYAMPALAYAM(Po),
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Internal Complaints Committee (ICC) (Sexual Harassment of Women at Workplace – Prevention, Prohibition & Redressal) Minutes of Meeting

Ref: VSBEC/ICC/2025/01

Date: 09.08.2025

Members Present

1. Dr. C. Sumithra Devi, Associate Professor, Computer Science and Engineering
2. Mr. T. S. Kiruba Shankar, Vice Principal
3. Dr. P. S. Gomathi, Associate Professor, Electronics and Communication Engineering
4. Dr. Aniskumar, Deputy Warden, Boys Hostel
5. Dr. K. Kavitha, Deputy Warden, Girls Hostel
6. Mrs. Sivagami, Advocate
7. Mr. A. Ramalingam, Facility Manager
8. Ms. S. Elakkiya, Student
9. Ms. M. Kavika, Student
10. Ms. D. Pavithra, Student

S.No	Points Discussed	Target Date	Responsibility
1	The committee noted that no complaints of sexual harassment have been received during this period.	-	-
2	The committee discussed the need to update the display boards across campus with ICC contact details and complaint procedures to ensure visibility and awareness.	Continuous	All Members
3	Decided to organize a joint awareness program with the Women Empowerment Cell to educate new students about their rights and the grievance redressal process.	Continuous	All Members
4	Planned to conduct a faculty sensitization workshop focusing on the POSH Act, 2013 and gender equality at the workplace.	Continuous	All Members
5	Emphasized the importance of confidentiality and sensitivity in handling any complaints and maintaining trust among students and staff.	Continuous	All Members
6	The committee proposed to conduct regular counselling sessions in the girls' hostel to provide support and promote mental well-being.	Continuous	All Members
7	Discussed maintaining a feedback mechanism through anonymous forms to identify and address any unreported issues.	Continuous	All Members
8	Highlighted the need to review ICC policies annually to ensure compliance with UGC and Supreme Court guidelines.	Annual	All Members

Copy to:

1. All Members
2. File



[Signature]
09/08/25
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