



**Indian Maritime University-Visakhapatnam Campus
Vangali-Sabbavaram-Visakhapatnam
OFFICE ORDER**

Sub. : Constitution of Internal Complaints committee (ICC)	Office Order Date Effective Date Issued	: IMU/V/1000/2024/154 : with immediate effect : 03.02.2025.
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Ref : e-mail dated 22.1.2025
(Copy attached)

Distribution:
All committee members

University Grants Commission (UGC) has issued UGC (Prevention, Prohibition, and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015. A copy of the Gazette notification is attached for ready reference. To implement the UGC regulations, the following ICC committee is constituted : -

- i) Dr. Sheeja Janardhanan, Associate Professor – Presiding Officer, IMU Vizag Campus
- ii) Dr. J Siva Durga Prasad, Assistant Professor, IMU Vizag Campus
- iii) Dr. P Sirisha, Faculty, IMU Vizag Campus
- iv) Smt. A Aruna, PS, IMU Vizag Campus
- v) Shri Lakshmanudu Komireddy, Senior Assistant, IMU Vizag Campus
- vi) Ms. E P S Bhagyalakshmi, Social Worker/Guest Faculty
- vii) Dr. K Sudha, Assistant Professor, Damodaram Sanjivayya National Law University
- viii) Ms. Ivana Biswas, Research Scholar (if the matter involves students)
- ix) Ms. Suvecha Mirkap, Regt. No. 2304609042 from II year B. Tech (NAOE) (If the matter involves students)
- x) Ms. Janhavi Raut, 2404305011 from 1ST year MBA (If the matter involves students)

The responsibilities of the Committee is attached.

This order supersedes the earlier order issued vide No. IMUA//1000120241149 dated 22.1.2025.


03-02-2025
Campus Director

Responsibilities of Internal Complaints Committee (ICC)

- i) Provide assistance if an employee or a student chooses to file a complaint with the Police.
- ii) 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;
- iii) 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;
- iv) Ensure that victims or witnesses are not victimised or discriminated against while dealing with complaints of sexual harassment; and
- v) Ensure prohibition of retaliation or adverse action against a covered individual because the employee or the student is engaged in protected activity.

[Handwritten signature and date]
2009/09/09