

Amrita Sai Institute of Science and Technology (Autonomous)



Approved by AICTE, New Delhi; Permanently Affiliated to JNTUK, Kakinada
ISO 9001:2015 Certified Institution, Accredited by NAAC with 'A' grade
Amrita Sai Nagar, Paritala, Krishna District, Andhra Pradesh – 521 180
www.amritasai.org.in, 0866 2428399



INTERNAL COMPLAINT COMMITTEE

Amrita Sai Institute of Science and Technology (Autonomous)



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Amrita Sai Nagar, Paritala, Krishna District, Andhra Pradesh – 521 180
www.amritasai.org.in, 0866 2428399



Date: 19-09-2023

Circular

This is to inform all the committee members of **Internal complaint committee** that the committee is planned a meeting on 21-09-2023, 3.00 PM. Everyone should attend the meeting without fail.

Venue: MAIN SEMINAR HALL, 1ST FLOOR.


Principal

Copy to:

- Management/CEO
- DOA'S
- All the HOD'S
- All department Notice Board
- All committee members
- Master file

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180



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Date: 21-09-2023

Minutes of the meeting

Meeting minutes of Interaction program with I B. Tech girls students on 21-09-2023, 3.00 PM at Main Seminar Hall, 1st Floor.

- On 21-09-2023 **Internal complaint committee** arranged an interactive session with I B. Tech girls students with the permission of Principal and Head of the department
- Addressing the girl students about the committee
- Instructed the students about their dress code
- Suggest the students that don't share their personal mobile numbers, Social media accounts to anyone.
- Suggested to maintain friendly relationship with the fellow beings.
- Discussed about the sexual harassment committee, how they intimate to the issues relating to sexual harassment, how to resolve the issues by the committee.
- Students raised some doubts about the functioning of the committee. Those are answered by the chairperson.
- Suggested the students that everyone should get awareness on the sexual harassment and how to overcome the problems related to girls issues.
- Said vote of thanks to students and committee members

S.No	Name, Designation	Department	Position	Signature
1	Dr M.Sridevi, Professor	CSE	Chairperson	M. Sridevi
2	Mrs T.Suhasini, Asst.Prof	EEE	Co-Chairperson	T. Suhasini
3	Dr.A.Vijayalakshmi, Professor	ECE	Secretary	A. Vijayalakshmi
4	Mrs P.Anusha , Asst.Prof	CIVIL	Member	P. Anusha
5	Dr. Vijaya Vardhini .professor	S&H	Member	Dr. Vijaya Vardhini
6	Mrs K.Venkata Ramana, Office Assistant,	OFFICE	Member	K. Venkata Ramana
7	Ms D.Ramana, Lab Technician	ECE	Member	D. Ramana
8	Abdul Raheeman, Asst.Prof	MBA	Member	A. Raheeman
9	Bakka Gnaneswari, IV B.Tech	ECE	Student	B. Gnaneswari
10	Arepalli Rajani, IV B.Tech	CSE	Student	A. Rajani
11	Naganaboina Sravani, IV B.Tech	EEE	Student	N. Sravani
12	Burri Usha, IV B.Tech	CIVIL	Student	B. Usha
13	Banka Preethi, IV B.Tech	CSD	Student	B. Preethi

M. Sridevi,
Co-ordinator

Principal

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Date: 04-12-2023

Circular

This is to inform all the committee members of **Internal complaint committee** that the committee is planned a meeting on 06-12-2023, 3.00 PM. Everyone should attend the meeting without fail.

Venue: E-CLASS ROOM, 3RD FLOOR.

Principal

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Amrita Sai Institute of Science and Technology
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Date: 06-12-2023

Minutes of the meeting

Meeting minutes of Interaction program with I B. Tech girls students on 06-12-2023, 11.00 AM at E-Class room, 3rd floor.

- On 06-12-2023 **Internal complaint committee** arranged an interactive session with I B. Tech girls students with the permission of Principal and Head of the department
- Addressing the girl students about the committee
- Instructed the students about their dress code
- Suggest the students that don't share their personal mobile numbers, Social media accounts to anyone.
- Suggested to maintain friendly relationship with the fellow beings.
- Discussed about the sexual harassment committee. how they intimate to the issues relating to sexual harassment, how to resolve the issues by the committee.
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7	Ms D.Ramana, Lab Technician	ECE	Member	D. Rama
8	Abdul Raheeman, Asst.Prof	MBA	Member	A. Raheeman
9	Bakka Gnaneswari, IV B.Tech	ECE	Student	B. Gnaneswari
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M. Sridevi
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Date: 16-01-2023

Circular

This is to inform all the committee members of **Internal complaint committee** that the committee is planned a meeting on 18-01-2023, 3.00 PM. Everyone should attend the meeting without fail.

Venue: MAIN SEMINAR HALL, 1ST FLOOR.


Principal

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Date: 18-01-2023

Minutes of the meeting

Meeting minutes of Interaction program with I B. Tech girls students on 18-01-2023, 3.00 PM at Main Seminar Hall, 1st Floor.

- On 18-01-2023 **Internal complaint committee** arranged an interactive session with I B. Tech girls students with the permission of Principal and Head of the department
- Addressing the girl students about the committee
- Instructed the students about their dress code
- Suggest the students that don't share their personal mobile numbers, Social media accounts to anyone.
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5	Dr.Vijaya Vardhini .professor	S&H	Member	Vijaya Vardhini
6	Mrs K.Venkata Ramana, Office Assistant,	OFFICE	Member	K. Venkata Ramana
7	Ms D.Ramana, Lab Technician	ECE	Member	D. Ramana
8	Abdul Raheeman, Asst.Prof	MBA	Member	Abdul Raheeman
9	A Harika, IV B.Tech	ECE	Student	A. Harika
10	Bandaru Triveni, IV B.Tech	CSE	Student	Bandaru Triveni
11	Pappula Bhanusree, IV B.Tech	EEE	Student	P. Bhanusree
12	Merugu Neha, IV B.Tech	CIVIL	Student	M. Neha
13	Katta Trinadh, IV B.Tech	MECHANICAL	Student	K. Trinadh

M. Sridevi
Co-ordinator

Principal

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Date: 28-03-2023


Circular

This is to inform all the committee members of **Internal complaint committee** that the committee is planned a meeting on 29-03-2023, 11.00 AM. Everyone should attend the meeting without fail.

Venue: E-CLASS ROOM, 3RD FLOOR.

Copy to:

- Management/CEO
- DOA'S
- All the HOD'S
- All department Notice Board
- All committee members
- Master file


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Date: 29-03-2023

Minutes of the meeting

Meeting minutes of Interaction program with I B. Tech girls students on 29-03-2023, 11.00 AM at E-Class room, 3rd floor.

- On 29-03-2023 **Internal complaint committee** arranged an interactive session with I B. Tech girls students with the permission of Principal and Head of the department
- Addressing the girl students about the committee
- Instructed the students about their dress code
- Suggest the students that don't share their personal mobile numbers, Social media accounts to anyone.
- Suggested to maintain friendly relationship with the fellow beings.
- Discussed about the sexual harassment committee, how they intimate to the issues relating to sexual harassment, how to resolve the issues by the committee.
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4	Mrs P.Anusha , Asst.Prof	CIVIL	Member	P. Anusha
5	Dr.Vijaya Vardhini .professor	S&H	Member	Vijaya Vardhini
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M. Sridevi
Co-ordinator

[Signature]
Principal

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Date: 10-01-2022

Circular

This is to inform all the committee members of **Internal complaint committee** that the committee is planned a meeting on 12-01-2022, 3.00 PM. Everyone should attend the meeting without fail.

Venue: MAIN SEMINAR HALL, 1ST FLOOR.


Principal

Copy to:

- Management/CEO
- DOA'S
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- All committee members
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Date: 12-01-2022

Minutes of the meeting

Meeting minutes of Interaction program with I B. Tech girls students on 12-01-2022, 3.00 PM at Main Seminar Hall, 1st Floor.

- On 12-01-2022 **Internal complaint committee** arranged an interactive session with I B. Tech girls students with the permission of Principal and Head of the department
- Addressing the girl students about the committee
- Instructed the students about their dress code
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2	Mrs T.Sahasini, Asst.Prof	EEE	Co-Chairperson	T.Sahasini
3	Dr.A.Vijayalakshmi, Professor	ECE	Secretary	A.Vijayalakshmi
4	Mrs P.Anusha , Asst.Prof	CIVIL	Member	P.Anusha
5	Dr.Vijaya Vardhini .professor	S&H	Member	V.Vardhini
6	Mrs K.Venkata Ramana, Office Assistant,	OFFICE	Member	K.V.Ramana
7	Ms D.Ramana, Lab Technician	ECE	Member	D.Ramana
8	Abdul Raheeman, Asst.Prof	MBA	Member	A.Raheeman
9	Badeti Harika, IV B.Tech	ECE	Student	B.Harika
10	Buthukuri Srikala, IV B.Tech	CSE	Student	B.Srikala
11	Pappula Bhanusree, IV B.Tech	EEE	Student	P.Bhanusree
12	Konduru Sruthi, IV B.Tech	CIVIL	Student	K.Sruthi
13	Arigela Akhil, IV B.Tech	MECHANICAL	Student	A.Akhil


Co-ordinator


Principal

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Date: 03-04-2022

Circular

This is to inform all the committee members of **Internal complaint committee** that the committee is planned a meeting on 05-04-2022, 11.00 AM. Everyone should attend the meeting without fail.

Venue: E-CLASS ROOM, 3RD FLOOR.


Principal

Copy to:

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Date: 05-04-2022

Minutes of the meeting

Meeting minutes of Interaction program with I B. Tech girls students on 05-04-2022, 11.00 AM at E-Class room, 3rd floor.

- On 05-04-2022 **Internal complaint committee** arranged an interactive session with I B. Tech girls students with the permission of Principal and Head of the department
- Addressing the girl students about the committee
- Instructed the students about their dress code
- Suggest the students that don't share their personal mobile numbers, Social media accounts to anyone.
- Suggested to maintain friendly relationship with the fellow beings.
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2	Mrs T.Suhasini, Asst.Prof	EEE	Co-Chairperson	<i>T. Suhasini</i>
3	Dr.A.Vijayalakshmi, Professor	ECE	Secretary	<i>A. Vijayalakshmi</i>
4	Mrs P.Anusha , Asst.Prof	CIVIL	Member	<i>P. Anusha</i>
5	Dr.Vijaya Vardhini .professor	S&H	Member	<i>Vijaya Vardhini</i>
6	Mrs K.Venkata Ramana, Office Assistant,	OFFICE	Member	<i>K. Venkata Ramana</i>
7	Ms D.Ramana, Lab Technician	ECE	Member	<i>D. Ramana</i>
8	Abdul Raheeman, Asst.Prof	MBA	Member	<i>Abdul Raheeman</i>
9	Badeti Harika, IV B.Tech	ECE	Student	<i>B. Harika</i>
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12	Konduru Sruthi, IV B.Tech	CIVIL	Student	<i>K. Sruthi</i>
13	Arigela Akhil, IV B.Tech	MECHANICAL	Student	<i>A. Akhil</i>

M. Sridevi
Co-ordinator

[Signature]
Principal

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Date: 16-12-2020

The following members are nominated for Internal complaint committee for the A.Y: 2020-2021.

S.No	Name, Designation	Department	Position
1	Dr M.Sridevi, Professor	CSE	Chairperson
2	Mrs T.Suhasini, Asst.Prof	EEE	Co-Chairperson
3	Dr.A.Vijayalakshmi, Professor	ECE	Secretary
4	Mrs P.Anusha , Asst.Prof	CIVIL	Member
5	Dr.Vijaya Vardhini .professor	S&H	Member
6	Mrs K.Venkata Ramana, Office Assistant,	OFFICE	Member
7	Ms D.Ravali, Lab Technician	ECE	Member
8	Abdul Raheeman, Asst.Prof	MBA	Member
9	Addanki Gayathri, IV B.Tech	ECE	Student Member
10	Aluri Sravani, IV B.Tech	CSE	Student Member
11	Gude Rishitha, IV B.Tech	EEE	Student Member
12	Banka Ramya, IV B.Tech	CIVIL	Student Member
13	Bhukya Manasa, IV B.Tech	MECHANICAL	Student Member

AIMS & OBJECTIVES:

- To train and empower girl students.
- Advocating the promotion of gender equality in the society.
- To provide consultancy and counselling to female staff and students
- To organize various awareness programs related to women empowerment
- Enabling women to realize their potential and power in socio economic and political spheres of life which results not only in women empowerment but also in the holistic development of the nation
- To develop the guidelines and norms for a policy against sexual harassment.
- To develop principles and procedures for combating sexual harassment.
- To work out details for the implementation of the policy.
- To prepare a detailed plan of action, both short and long term


Principal

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Date: 20-12-2020

Circular

This is to inform all the committee members of **Internal complaint committee** that the committee is planned a meeting on 22-12-2020, 3.00 PM. Everyone should attend the meeting without fail.

Venue: MAIN SEMINAR HALL, 1ST FLOOR.


Principal

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Date: 22-12-2020

Minutes of the meeting

Meeting minutes of Interaction program with I B. Tech girls students on 22-12-2020, 3.00 PM at Main Seminar Hall, 1st Floor.

- On 22-12-2020 **Internal complaint committee** arranged an interactive session with I B. Tech girls students with the permission of Principal and Head of the department
- Addressing the girl students about the committee
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8	Abdul Raheeman, Asst.Prof	MBA	Member	Abdul Raheeman
9	Addanki Gayathri, IV B.Tech	ECE	Student	Addanki Gayathri
10	Aluri Sravani, IV B.Tech	CSE	Student	Aluri Sravani
11	Gude Rishitha, IV B.Tech	EEE	Student	G. Rishitha
12	Banka Ramya, IV B.Tech	CIVIL	Student	Banka Ramya
13	Bhukya Manasa, IV B.Tech	MECHANICAL	Student	Bhukya Manasa

M. Sridevi
Co-ordinator

[Signature]
Principal

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Amrita Sai Institute of Science and Technology (Autonomous)



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ISO 9001:2015 Certified Institution, Accredited by NAAC with 'A' grade
Amrita Sai Nagar, Paritala, Krishna District, Andhra Pradesh – 521 180
www.amritasai.org.in, 0866 2428399



Date: 02-03-2021

Circular

This is to inform all the committee members of **Internal complaint committee** that the committee is planned a meeting on 04-03-2021, 11.00 AM. Everyone should attend the meeting without fail.

Venue: E-CLASS ROOM, 3RD FLOOR.



Principal

Copy to:

- Management/CEO
- DOA'S
- All the HOD'S
- All department Notice Board
- All committee members
- Master file

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180



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Date: 04-03-2021

Minutes of the meeting

Meeting minutes of Interaction program with I B. Tech girls students on 04-03-2021, 11.00 AM at E-Class room, 3rd floor.

- On 04-03-2021 **Internal complaint committee** arranged an interactive session with I B. Tech girls students with the permission of Principal and Head of the department
- Addressing the girl students about the committee
- Instructed the students about their dress code
- Suggest the students that don't share their personal mobile numbers, Social media accounts to anyone.
- Suggested to maintain friendly relationship with the fellow beings.
- Discussed about the sexual harassment committee, how they intimate to the issues relating to sexual harassment, how to resolve the issues by the committee.
- Students raised some doubts about the functioning of the committee. Those are answered by the chairperson.
- Suggested the students that everyone should get awareness on the sexual harassment and how to overcome the problems related to girls issues.
- Said vote of thanks to students and committee members

S.No	Name, Designation	Department	Position	Signature
1	Dr M.Sridevi, Professor	CSE	Chairperson	M. Sridevi
2	Mrs T.Suhasini, Asst.Prof	EEE	Co-Chairperson	T. Suhasini
3	Dr.A.Vijayalakshmi, Professor	ECE	Secretary	Dr. Vijayalakshmi
4	Mrs P.Anusha , Asst.Prof	CIVIL	Member	P. Anusha
5	Dr. Vijaya Vardhini .professor	S&H	Member	Dr. Vijaya
6	Mrs K.Venkata Ramana, Office Assistant,	OFFICE	Member	Mrs. Venkata Ramana
7	Ms D.Ravali, Lab Technician	ECE	Member	D. Ravali
8	Abdul Raheeman, Asst.Prof	MBA	Member	Abdul Raheeman
9	Addanki Gayathri, IV B.Tech	ECE	Student	Gayathri
10	Aluri Sravani, IV B.Tech	CSE	Student	A. Sravani
11	Gude Rishitha, IV B.Tech	EEE	Student	G. Rishitha
12	Banka Ramya, IV B.Tech	CIVIL	Student	B. Ramya
13	Bhukya Manasa, IV B.Tech	MECHANICAL	Student	B. Manasa


Co-ordinator


Principal

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180



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Date: 12-08-2019.

The following members are nominated for Internal complaint committee for the A.Y: 2019-2020.

S.No	Name, Designation	Department	Position
1	Dr P.Durga Bhavani, Associate Professor	S&H	Chairperson
2	Mrs V.Kanaka Durga, Asst.Prof	CIVIL	Co-Chairperson
3	A.Durga Bhavani, Asst.Prof	CSE	Secretary
4	Mrs J.Anu Radha, Asst.Prof	ECE	Member
5	Mrs P.Hima Bindu, Asst.Prof	S&H	Member
6	Mrs K.Venkata Ramana, Office Assistant,	OFFICE	Member
7	Ms D.Ravali, Lab Technician	ECE	Member
8	Dr A.Lakshmana Swami, Professor,Dept.	MBA	Member
9	Akula Jyothi, IV B.Tech	ECE	Student Member
10	Bathula Manasa, IV B.Tech	CSE	Student Member
11	Gude Sushmitha, IV B.Tech	EEE	Student Member
12	Anumula Alekhya, IV B.Tech	CIVIL	Student Member
13	T.Vamsi Krishna Sai, IV B.Tech	MECHANICAL	Student Member

AIMS & OBJECTIVES:

- To train and empower girl students.
- Advocating the promotion of gender equality in the society.
- To provide consultancy and counselling to female staff and students
- To organize various awareness programs related to women empowerment
- Enabling women to realize their potential and power in socio economic and political spheres of life which results not only in women empowerment but also in the holistic development of the nation
- To develop the guidelines and norms for a policy against sexual harassment.
- To develop principles and procedures for combating sexual harassment.
- To work out details for the implementation of the policy.
- To prepare a detailed plan of action, both short and long term


Principal

Copy to:

- Management/CEO
- DOA'S
- All the HOD'S
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- All committee members
- Master file

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Date: 27-08-2019

circular

The **Internal complaint committee** is going to conduct a meeting with committee members on 29/08/2019 at 2:00PM In this connection, all the committee members are hereby requested to attend the meeting without fail.

VENUE: MAIN SEMINAR HALL, 1ST FLOOR


Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180

Copy to:

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Date: 29-08-2019

Formal meeting with the **Internal complaint committee** members on 29-08-2019, 2.00 PM at Main seminar hall

Agenda:

- Activities of the committee
- Issues relating to girls students and lady faculty

Minutes of the meeting

- Chairperson welcome all the members of the committee
- Discussed with committee members about the girls issues
- Members responded that no issues found in the departments and in non-teaching staff.
- Address the Student members related to student issues.
- Student members of the committee responded that no issues found in girls students.
- chairperson said vote of thanks to the committee members.

S.No	Name, Designation	Department	Position	Signature
1	Dr P.Durga Bhavani, Associate	S&H	Chairperson	P. Durga
2	Mrs V.Kanaka Durga, Asst.Prof	CIVIL	Co-Chairperson	K. Kanaka
3	A.Durga Bhavani, Asst.Prof	CSE	Secretary	A. Durga
4	Mrs J.Anu Radha, Asst.Prof	ECE	Member	J. Anu
5	Mrs P.Hima Bindu, Asst.Prof	S&H	Member	P. Hima Bindu
6	Mrs K.Venkata Ramana, Office	OFFICE	Member	K. Venkata
7	Ms D.Ravali, Lab Technician	ECE	Member	D. Ravali
8	Dr A.Lakshmana Swami,	MBA	Member	A. Lakshmana
9	Akula Jyothi, IV B.Tech	ECE	Student Member	A. Jyothi
10	Bathula Manasa, IV B.Tech	CSE	Student Member	B. Manasa
11	Gude Sushmitha, IV B.Tech	EEE	Student Member	G. Sushmitha
12	Anumula Alekhya, IV B.Tech	CIVIL	Student Member	A. Alekhya
13	T.Vamsi Krishna Sai, IV B.Tech	MECHANICAL	Student Member	T. Vamsi Krishna


Co-ordinator


Principal

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Krishna Dist - 521 180



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Date: 29-01-2020

circular

The **Internal complaint committee** is going to conduct a meeting with committee members on 01/02/2020 at 2:00PM In this connection, all the committee members are hereby requested to attend the meeting without fail.

VENUE: MAIN SEMINAR HALL, 1ST FLOOR


Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist. - 521 180.

Copy to:

- Management/CEO
- DOA'S
- All the HOD'S
- All department Notice Board
- All committee members
- Master file



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www.amritasai.org.in, 0866 2428399



Date: 01-02-2020

Formal meeting with the **Internal complaint committee** members on 01-02-2019, 2.00 PM at Main seminar hall

Agenda:

- Activities of the committee
- Issues relating to girls students and lady faculty

Minutes of the meeting

- Chairperson welcome all the members of the committee
- Discussed with committee members about the girls issues
- Members responded that no issues found in the departments and in non-teaching staff.
- Plan to conduct seminar on international women's day
- Plan to arrange awareness for the women students on DISHA app and also Health
- Address the Student members related to student issues.
- Student members of the committee responded that no issues found in girls students.
- chairperson said vote of thanks to the committee members.

S.No	Name, Designation	Department	Position	Signature
1	Dr P.Durga Bhavani, Associate	S&H	Chairperson	
2	Mrs V.Kanaka Durga, Asst.Prof	CIVIL	Co-Chairperson	
3	A.Durga Bhavani, Asst.Prof	CSE	Secretary	
4	Mrs J.Anu Radha, Asst.Prof	ECE	Member	
5	Mrs P.Hima Bindu, Asst.Prof	S&H	Member	
6	Mrs K.Venkata Ramana, Office	OFFICE	Member	
7	Ms D.Ravali, Lab Technician	ECE	Member	
8	Dr A.Lakshmana Swami,	MBA	Member	
9	Akula Jyothi, IV B.Tech	ECE	Student Member	
10	Bathula Manasa, IV B.Tech	CSE	Student Member	
11	Gude Sushmitha, IV B.Tech	EEE	Student Member	
12	Anumula Alekhya, IV B.Tech	CIVIL	Student Member	
13	T.Vamsi Krishna Sai, IV B.Tech	MECHANICAL	Student Member	

Co-ordinator

Principal

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Krishna Dist. 521 180



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Date: 14-07-2018

Circular

This is to inform all the committee members of **Internal complaint committee** that the committee is planned a meeting on 16-07-2018, 3.00 PM. Everyone should attend the meeting without fail.

Venue: **MAIN SEMINAR HALL, 1ST FLOOR.**


Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala,
Krishna Dist - 521 180

Copy to:

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Date: 16-07-2018

Minutes of the meeting

Formal meeting with the **Internal complaint committee** members on 16-07-2018, 3.00 PM at Main Seminar Hall, First Floor

Agenda:

- Introducing committee members
- Activities of the committee

Minutes of the meeting

- Preceding officer welcome all the members of the committee
- Introducing all the committee members nominated by the Principal.
- Instructed all the committee members that, everyone should observe all the departments in and around the college about the issues relating to sexual harassment.
- If anyone found the issues relating to sexual harassment, then immediately come to the notice of chairperson.
- Committee members enquires about that issue and then submit the enquiry report and recommendations to the Principal
- Resolve the issue with the suggestions of principal.
- Address the Student members that they are also involve in the activities of the committee related to student issues.
- Addressing the committee members that, the committee should meet once in two months and discuss the issues in the period of two months.
- Chairperson said vote of thanks to the committee members.

S.No	Name, Designation	Department	Position	Signature
1	Dr P.Durga Bhavani, Associate Professor	S&H	Chairperson	<i>P. Durga</i>
2	Mrs V.Kanaka Durga, Asst.Prof	CIVIL	Co-Chairperson	<i>V. Kanaka</i>
3	A.Durga Bhavani, Asst.Prof	CSE	Secretary	<i>A. Durga</i>
4	Mrs J.Anu Radha, Asst.Prof	ECE	Member	<i>J. Anu</i>
5	Mrs P.Hima Bindu, Asst.Prof	S&H	Member	<i>P. Hima</i>
6	Mrs K.Venkata Ramana, Office Assistant	OFFICE	Member	<i>K. Venkata</i>
7	Ms D.Ravali, Lab Technician	ECE	Member	<i>D. Ravali</i>
8	Dr A.Lakshmana Swami, Professor,	MBA	Member	<i>A. Lakshmana</i>
9	N.Ramya Krishna, IV B.Tech	ECE	Student	<i>N. Ramya</i>
10	G.Lakshmi Kiranmai, III B.Tech	CSE	Student	<i>G. Lakshmi</i>
11	J.Uma Maheswari, III B.Tech	EEE	Student	<i>J. Uma</i>
12	T.Krishna Prasad, IV B.Tech	ECE	Student	<i>T. Krishna</i>
13	Sd.Lal Salam, IV B.Tech	MECHANICAL	Student	<i>Sd Lal Salam</i>

P. Durga
Co-ordinator

[Signature]
Principal

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180



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Date: 25-09-2018

Circular

This is to inform all the committee members of **Internal complaint committee** that the committee is planned a meeting on 26-09-2018, 11.00 AM. Everyone should attend the meeting without fail.

Venue: E-CLASS ROOM, 3RD FLOOR.



Principal

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist - 521 180

Copy to:

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Date: 26-09-2018

Minutes of the meeting

Meeting minutes of Interaction program with I B. Tech girls students on 26-09-2018 ,11.00 AM at E-Class room, 3rd floor

- On 26-09-2018 **Internal complaint committee** committee arranged an interactive session with I B. Tech girls students with the permission of Principal and Head of the department
- Addressing the girl students about the committee
- Instructed the students about their dress code
- Suggest the students that don't share their personal mobile numbers, Social media accounts to anyone.
- Suggested to maintain friendly relationship with the fellow beings.
- Discussed about the sexual harassment committee, how they intimate to the issues relating to sexual harassment. how to resolve the issues by the committee.
- Students raised some doubts about the functioning of the committee. Those are answered by the chairperson.
- Suggested the students that everyone should get awareness on the sexual harassment and how to overcome the problems related to girls issues.
- Said vote of thanks to students and committee members

S.No	Name, Designation	Department	Position	Signature
1	Dr P.Durga Bhavani, Associate Professor	S&H	Chairperson	
2	Mrs V.Kanaka Durga, Asst.Prof	CIVIL	Co-Chairperson	
3	A.Durga Bhavani, Asst.Prof	CSE	Secretary	
4	Mrs J.Anu Radha, Asst.Prof	ECE	Member	
5	Mrs P.Hima Bindu, Asst.Prof	S&H	Member	
6	Mrs K.Venkata Ramana, Office Assistant	OFFICE	Member	
7	Ms D.Ravali, Lab Technician	ECE	Member	
8	Dr A.Lakshmana Swami, Professor,	MBA	Member	
9	N.Ramya Krishna, IV B.Tech	ECE	Student	
10	G.Lakshmi Kiranmai, III B.Tech	CSE	Student	
11	J.Uma Maheswari, III B.Tech	EEE	Student	
12	T.Krishna Prasad, IV B.Tech	ECE	Student	
13	Sd.Lal Salam, IV B.Tech	MECHANICAL	Student	

Co-ordinator

Principal

PRINCIPAL

Amrita Sai Institute of Science and Technology

Paritala, Krishna District, Andhra Pradesh - 521180
Phone: 0866 2428399



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Date: 05-10-2018

Circular

This is to inform all the committee members of **Internal complaint committee** that the committee is planned a meeting on 06-10-2018, 3.00 PM Everyone should attend the meeting without fail.

VENUE: RACE ROOM, 1ST FLOOR


Principal

Copy to:

- Management/CEO
- DOA'S
- All the HOD'S
- All department Notice Board
- All committee members
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Date: 06-10-2018

Formal meeting with the **Internal complaint committee** members on 06-10-2018, 3.00PM at Race room, first floor

Agenda:


- Activities of the committee
- Issues relating to girls students and lady faculty

Minutes of the meeting

- Chairperson welcome all the members of the committee
- Discussed with committee members about the girls issues
- Members responded that no issues found in the departments and in non-teaching staff.
- Address the Student members related to student issues.
- Student members of the committee responded that no issues found in girls students.
- chairperson said vote of thanks to the committee members.

S.No	Name, Designation	Department	Position	Signature
1	Dr P.Durga Bhavani, Associate Professor	S&H	Chairperson	P. Durga Bhavani
2	Mrs V.Kanaka Durga, Asst.Prof	CIVIL	Co-Chairperson	V. Kanaka Durga
3	A.Durga Bhavani, Asst.Prof	CSE	Secretary	A. Durga Bhavani
4	Mrs J.Anu Radha, Asst.Prof	ECE	Member	J. Anu Radha
5	Mrs P.Hima Bindu, Asst.Prof	S&H	Member	P. Hima Bindu
6	Mrs K.Venkata Ramana, Office Assistant	OFFICE	Member	K. Venkata Ramana
7	Ms D.Ravali, Lab Technician	ECE	Member	D. Ravali
8	Dr A.Lakshmana Swami, Professor,	MBA	Member	A. Lakshmana Swami
9	N.Ramya Krishna, IV B.Tech	ECE	Student	N. Ramya Krishna
10	G.Lakshmi Kiranmai, III B.Tech	CSE	Student	G. Lakshmi Kiranmai
11	J.Uma Maheswari, III B.Tech	EEE	Student	J. Uma Maheswari
12	T.Krishna Prasad, IV B.Tech	ECE	Student	T. Krishna Prasad
13	Sd.Lal Salam, IV B.Tech	MECHANICAL	Student	Sd. Lal Salam


Co-ordinator


Principal

PRINCIPAL
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Krishna Dist 521 180