

ISLAMIAH WOMEN'S ARTS AND SCIENCE COLLEGE



Permanently Affiliated to Thiruvalluvar University
Recognized by UGC u/s 2 (f) and 12 (B) of the UGC Act 1956
Accredited by NAAC with "B++" Grade
Approved by the Government of Tamil Nadu
Phone: 04174 - 235266 Email: principaliwc@gmail.com
www.islamiahwomensartsandsciencecollege.com

Internal Complaints Committee (ICC)

In accordance with the University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2016, our college has constituted an **Internal Complaints Committee (ICC)** to deal with complaints relating to sexual harassment at the workplace.

The ICC is committed to providing a safe, secure, and dignified environment for all students and staff members, free from sexual harassment and gender-based discrimination.

Objectives of ICC

- To prevent discrimination and sexual harassment, by promoting gender amity among students and employees.
- To develop a policy against sexual harassment of women at the institution.
- To evolve a mechanism for the prevention and redressal of sexual harassment cases.
- To uphold the commitment of the institution to provide an environment free of gender bias.
- To ensure the implementation of the UGC regulations and the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

Definition of Sexual Harassment

As per the UGC regulations and the Act, sexual harassment includes any one or more of the following unwelcome acts or behavior (whether directly or by implication):

- Physical contact and advances
- Demand or request for sexual favors
- Making sexually colored remarks
- Showing pornography
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature



Composition of the ICC

The ICC of Islamiah Women's Arts and Science College is composed of the following members:

1	Presiding Officer	Ms. S. Aruna. Head & Asst.Professor, Dept of Biochemistry	Chairperson	9443681400
2	Two Faculty Members	Dr. K.Indra, Head, Dept of Commerce (CA)	Member	9486271429
		Mrs. K. Nadira Begum, HOD Asst. Professor, Dept of Urdu	Member	9360274206
3	Two non teaching Employee	Ms. Sajeeda Begum, Superintendent	Member	8148287254
		Ms. Tahira Begum, Head Clerk	Member	9629311896
4	A member from NGO	Mr. Mohammed Naim N, Social Worker	External Expert	9894147681
5	Three Student nominees(if the matter involves students)	Student Council - Ms. Famiya Meyer, III B.Sc Biochemistry	Member	7305534983
		Student Council – Ms. Kiruthika, II M.Com	Member	9788807050
		Ladies Representative – Ms. K. Shylaja, Research Scholar	Member	6374151623

Complaint Procedure

- Any student or employee who feels aggrieved can approach the ICC through:
 - Written complaint (handwritten or typed)
 - Email to principaliwc@gmail.com
 - ICC complaint box available on campus
- Complaints should ideally be made within **3 months** from the date of the incident.
- The ICC shall conduct an inquiry as per the principles of natural justice, ensuring confidentiality and dignity of the complainant.



Confidentiality

All complaints and proceedings of the ICC shall remain confidential. The identity of the complainant, respondent, and witnesses shall be protected under all circumstances.

Awareness Activities

The ICC also conducts awareness programs, workshops, and sensitization activities for students and staff on gender sensitization and prevention of sexual harassment.

Contact

If you have any concerns or complaints, please reach out to:

Email: principaliwc@gmail.com

Phone: 9444206038



PRINCIPAL
ISLAMIAH WOMEN'S ARTS
AND SCIENCE COLLEGE
VANIYAMBADI.-635 752.