



# INSTITUTE OF ADVANCE MANAGEMENT AND RESEARCH

(Approved By AICTE, New Delhi and Affiliated to AKTU, Lucknow)

## MINUTES OF MEETING

Date: 08/07/2023

A meeting of Internal complaint Committee was held on 08-07-2023 at 3:00 PM in Board Room, IAMR.

The following points were discussed:

1. To Accept Previous meetings minutes dated 06.02.2023
2. The ICC's annual Report for 2022-23
3. The Internal Complaint Committees' Action Plan
4. Any other point with the approval of Chair.

The list of Attendees is as below:

Name	Position
Ms. Megha Kansal	Chairperson
Ms. Usha Pandey	Member Secretary
Ms. Priyanka Singh	Member
Ms. Surbhi Roy	Member
Ms. Anshika Lodhi	Member
Ms. Shivangi Sarvariya	Member

### **Deliberations and Discussions taken:**

1. To approve the previous minutes of meeting dated 06.02.2023
  - The minutes of the previous meeting were read and approved.
2. Annual Report of ICC 2022-23
  - The Committee acknowledged the absence of any reported incidents of harassment within the department concerning female employees or students.
  - Prominent banners, posters, and notices displaying the contact details of committee members were strategically placed across the campus.
  - The Institute remained steadfast in its commitment to a Zero-tolerance policy towards any form of harassment, diligently upholding this principle.
  - Comprehensive measures were implemented to ensure the safety and security of women, encompassing the publicizing of committee members' names and the availability of Internal Complaints Committee (ICC) resources, provision of separate communal areas and washrooms for women, appointment of female wardens for hostels, surveillance through operational CCTV cameras, and the deployment of female security personnel.
  - A review of activities conducted throughout 2022-23 was presented and discussed, with members commending the ICC for its dedicated efforts.

Following activities have performed during the Year 2022-23

Sr. No.	Name of the Activity	Implemented Date
1	Awareness Campaign on Girls Personnel Hygiene and Safety	9.08.2022



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2	Session on Gender Equity	12.10.2022
3	Motivational Session by successful innovator on women empowerment and gender balance	23.11.2022
4	Awareness campaign through poster making competition on Beti Bacho and Beti Padhao	23.01.2023
5	Distribution of sanitary napkins	3.03.2023
6	International Womenes Day	18-03-2023
7	Mission Shakti, Activity on self defense	3.04.2023
8	Awareness drive on personal health and hygiene followed by sanitary pad distribution	20.04.2023
9	Kawach – Self defense	23.05.2023

### 3. Action Plan for 2023-24

- The names of committee members will be disseminated among all IAMR faculty, staff, and students for easy access and awareness.
- Prominent display of posters featuring committee members' names will be ensured in visible locations, accompanied by the dissemination of committee information through various social media platforms.
- An orientation session outlining the functions, provisions, and membership of the Internal Complaint Committee (ICC) will be incorporated into the orientation program to familiarize all stakeholders.
- The Institute reaffirms its commitment to a zero-tolerance policy towards harassment of any kind.
- In a proactive measure to enhance the safety of female students, the installation of additional CCTV cameras across the college premises will be undertaken, with stringent monitoring protocols in place.
- An annual report will be compiled, providing comprehensive information on reported cases and their swift resolutions, ensuring transparency and accountability in addressing any incidents.

### 4. Any other item with permission of the chair

- As no further matter was raised in the meeting ended with vote of thanks to the chair.

Ms. Usha Pandey

Member Secretary, ICC

Ms. Megha Kansal

Chairperson, ICC

CC: TO all members of ICC

Director, IAMR

IQAC Coordinator

Office File.