



INSTITUTE OF ADVANCE MANAGEMENT AND RESEARCH

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

Date: 27/09/2026

MINUTES OF MEETING

A meeting of Internal Complaint Committee was held on 27 July 2026 at 3:30 PM in Board Room, IAMR.

The Following point were discussed:

1. Confirmation of the minutes of the previous ICC meeting.
2. Review of the functioning of the Internal Complaints Committee for the Academic Session 2026-27.
3. Strengthening implementation of the Prevention of Sexual Harassment (POSH) Act, 2013.
4. Planning awareness, orientation, and sensitization programmes for students, faculty, and staff.
5. Review of grievance reporting and complaint redressal mechanisms.
6. Measures to enhance campus safety, gender sensitivity, and inclusivity.

The list of Attendees is as below:

S. No.	Name	Position
1	Mr. Tarun Sethi	Chairperson
2	Ms. Jagriti Ojha	Secretary
3	Mr. Rahul Sharma	Member
4	Mr. Shatrudhan Kumar	Member
5	Mr. Abhay Singh	Student Member
6	Mr. Chetan Kumar Gupta	Student Member

Deliberations and Decisions Taken

1. Review of ICC Functioning

The committee reviewed the overall functioning of the ICC and expressed satisfaction with the existing complaint redressal system. Members emphasized the need for continuous monitoring to ensure timely, transparent, and impartial handling of grievances.

Resolution:

The committee unanimously resolved to maintain a fair, confidential, and victim-centric grievance redressal process in accordance with the POSH Act, 2013 and UGC Regulations.

2. Awareness and Capacity Building

The committee observed that awareness among newly admitted students and employees should be further strengthened.



It was resolved to:

- Conduct ICC orientation sessions during student induction programmes.
- Organize at least one POSH Awareness Workshop every semester.
- Conduct gender sensitization programmes for faculty, administrative staff, and support staff.
- Celebrate International Women's Day and other relevant occasions through awareness activities.

3. Complaint Redressal Mechanism

The committee reviewed the complaint handling procedure and discussed methods to improve accessibility while maintaining confidentiality.

The committee resolved to:

- Ensure prompt acknowledgment of complaints.
- Complete inquiries within the prescribed timelines.
- Maintain complete confidentiality throughout the inquiry process.
- Preserve all case records securely and confidentially.

4. Visibility and Accessibility of ICC

The committee discussed increasing the visibility of the ICC among students and employees.

It was decided to:

- Display updated ICC composition on all institutional notice boards.
- Publish ICC contact details, complaint procedures, and relevant guidelines on the institute website.
- Share awareness materials through institutional email groups and official social platforms.
- Display QR-code enabled posters directing users to the online grievance portal.

5. Campus Safety and Preventive Measures

The committee deliberated on strengthening preventive mechanisms across the campus.

The following measures were recommended:

- Periodic safety audits of academic blocks, hostels, laboratories, and common areas.
- Review of CCTV surveillance coverage and campus lighting.
- Installation of additional signages promoting dignity, equality, and zero tolerance to sexual harassment.
- Coordination with the Discipline Committee, Anti-Ragging Committee, Women Development Cell, and Student Welfare Cell for preventive initiatives.

6. Annual Action Plan (2026–27)

The committee approved the following activities:

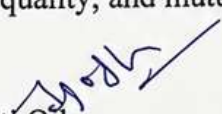
- Student Orientation on POSH and ICC.
- Faculty Development Session on Gender Sensitization.
- Awareness Campaign during Orientation Week.
- Poster Making, Essay Writing, and Debate Competitions on Gender Equality.
- Expert Lecture on Women's Rights and Workplace Ethics.
- Periodic review meetings every semester.

7. Compliance Review

The committee reaffirmed its commitment to:

- The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
- UGC Regulations relating to prevention of sexual harassment in higher educational institutions.
- Institutional policy on maintaining a safe, inclusive, equitable, and discrimination-free campus.

The committee unanimously reiterated its commitment to maintaining the highest standards of ethics, dignity, equality, and mutual respect within the institution.


Ms. Jagriti Ojha
Member Secretary ,


Mr. Tarun Sethi
Chairperson , ICC

CC: TO all members of ICC
Director, IAMR
IQAC Coordinator
Office File.