

KIET Group of Institutions

Ref/ DGO/09/2024

20 Aug'24

OFFICE ORDER: 09/2024 Internal Complaints Committee (ICC) for Academic Year 2024-25

References:

- (a) Sexual Harassment of Women employees & Students at Workplace (Prevention, Prohibition and Redressal) Act, 2013
 - (b) AICTE Notification No. F.AICTE/WH/2016/01 dated 10th June 2016 (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women employees and Students and Redressal of Grievances in Technical Institutions), Regulations, 2016.
1. KIET Group of Institutions has **ZERO tolerance policy** against sexual harassment. The Internal Complaints Committee (ICC) is hereby reorganized according to the norms specified in the Act, 2013 & Regulations, 2016 {References (a) & (b) above} as under:-

Internal Complaints Committee (ICC)

S. N	Name	Nomination Type	Appointment	Contact	Mail id
1	Dr. Ritu Gupta (AS)	Chairperson	Presiding Officer	9810335686	ritu.gupta@kiet.edu
2	Dr. Shailendra Tiwary (CE)	Faculty Representatives	Members	8923483564	shailendra.tiwary@kiet.edu
3	Dr. Ekata (AS)			9410638178	ekata@kiet.edu
4	Dr. Roma Ghai (KSOP)			9213943075	roma.ghai@kiet.edu
5	Dr. Preeti Chitkara (HSS)			9837524994	preeti.chitkara@kiet.edu
6	Dr. Bhagwanti Bishnoi (AS)			9999754782	bhagwanti.bishnoi@kiet.edu
7	Mr. Vipin Kumar (AS)			Staff Representatives	9997126402
8	Mr. Durgesh Kumar (CS)	NGO Representative		7042645376	durgesh.kumar@kiet.edu
9	Ms. Vyapi Tyagi (CS) IV Yr.			8006324325	viyapi.2125cs1005@kiet.edu
10	Mr.Navneet Kr. Singh (B.Pharma) IV Yr.			8726470231	navneet.2125bph1059@kiet.edu
11	Ms. Anshika Agarwal (CSE AI) III Yr.			7217499769	anshika.2226cseai111@kiet.edu
12	Mr. Vishwajeet Singh (IT) III Yr.	Student Representatives		9369583370	vishwajeet.2226it117@kiet.edu
13	One member from amongst Non-Government Organization or Associations committed to the cause of women or a person familiar with the issues relating to sexual harassment.			On receipt of the complaint, the said member by name would be nominated by the Executive Authority based on his/her availability.	

KIET Group of Institutions

2. Roles and Responsibilities (ICC)

- (a) To deal with complaints received from women employees and students. Based on the complaints, ICC shall carry out an enquiry, attempts to resolve the problem through counseling, recommend appropriate punitive action against perpetrators to the competent authority and provides assistance to the victims. The issues shall be dealt with diligence and with due confidentiality.
 - (b) To act as Inquiry Authority on a complaint of sexual harassment.
 - (c) To ensure that complainant and witnesses are not victimized or discriminated because of their complaint.
 - (d) To take proactive measures towards sensitization of all those, whose workplace is KIET on the rules of Sexual Harassment of Women employees & Students at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
 - (e) The detailed modalities are covered under AICTE Notification No. F.AICTE/ WH/ 2016/ 01 dated 10th June 2016 (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women employees and Students and Redressal of Grievances in Technical Institutions), Regulations, 2016.
3. The committee will be responsible for redressal of complaints and take proactive measures to exterminate the problem.
 4. The above Committee will be responsible to the Director General.
 5. This Office Order supersedes the previous Office Order 08/2023 dated 10 Aug'23 & amendment note dated 18 Nov'23.



Prof. (Dr.) Preeti Bajaj
Director General

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Copy to:

- Dr. Ritu Gupta, Prof. AS, Chairperson- ICC
- All concerned members - ICC

No.: KIET/DG/2024-25/ICC/02

03 January 2025

Amendment Note
Internal Complaints Committee (ICC) A.Y-2024-25

Reference: Office Order 09/2024 dated 20 Aug'24 (Copy Attached)

This is to notify the following amendment made in Para 1 of the office order under reference:-

Consequent to the resignation of Dr. Shailendra K Tiwary (HoD, CE) , **Dr. C.M Batra (HoD,AS)** is hereby appointed to serve as the **Member (Faculty Representative)** in the Internal Complaints Committee A.Y 2024-25 with immediate effect.

There is no other change and above shall be read in conjunction with Office order under reference.



Prof. (Dr.) Preeti Bajaj
Director General

Distribution:

- Dr. C.M Batra (AS)/ KIETians

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