

# CHRIST THE KING ENGINEERING COLLEGE

Karamadai, Coimbatore - 641104

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)  
Ph: +91 91500 76729 Email: principal@ckec.ac.in Web: www.ckec.ac.in

Ref.: CKEC / ICC/2022-2023/01

Date: 24.07.2022

## CIRCULAR

### [Formation of Internal complaints committee]

#### Introduction

As per the guidelines of UGC, NAAC and Supreme Court, the college has formed the internal complaints committee (ICC) to establish an environment on the college campus, free from all kinds of gender inequality sexual harassment and abuse.

#### Objectives of ICC:

- To enjoy the campus free from all kinds of gender inequality.
- To ensure Safe working environment for women at the institution.
- To ensure gender equality of women concerning work, protection, safety security of women workforce.
- To curb possibility of any kind of sexual harassment and abuse.
- To enjoy a zero tolerance policy in the matter of sexual harassment abuse.
- To develop proper awareness among all on gender equality and sensitiveness.

Students are allowed to make complaints to any member of the committee the truth telephone or email or through complaint box placed in the Front office near the Principal's cabin.

#### Procedure and guidelines for each action planning:

1. A meeting will be conducted at the earliest if any complaints or received regarding any kind of sexual harassment or abuse.
2. Complainer is allowed to approach any member of the committee via emails or telephone or through a letter of complaint. The Complainer will get full support and cooperation from the committee.
3. An enquiry will be made by the members of the committee at the earliest after getting the complainant.
4. A preliminary report of the incidence will be prepared and will be submitted at least within 7 days of receiving complaints from the members of the committee.
5. The entire enquiry of the incident will be completed within the 90 days of the incident.



*[Signature]*  
Dr.M.JEYAKUMAR, M.E., Ph.D.

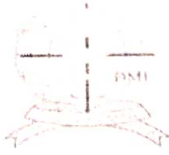
PRINCIPAL

CHRIST THE KING ENGINEERING COLLEGE,

Chikkararapalayam Village,

Karamadai, Mertupalayam Taluk,

Coimbatore - 641 104.



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## Action Plan:

An arrangement will be made to the counsel the affected female student or female staff to get over from trauma.

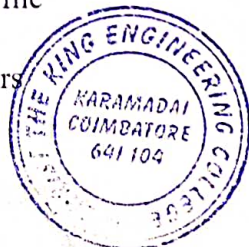
1. Display of laws related to sexual harassment and abuse in the key places of the campus.
2. Conduct awareness compliance and programs regarding gender equality, sensitivity, sexual harassment and abuse.

The following faculty members and students are appointed as members of the internal compliance committee for the academic year 2022-23 for one year. They will carry out duties like solving internal grievances expressed by the students and faculties on the campus in person or through online.

S.No	Name	Role	Designation	Email id
1.	Dr.M.Jeya Kumar	Principal	Principal	principal@ckec.ac.in
2.	Dr.R.Suganya	Chairperson	HOD/Dept of S & H	suganyashekar1975@gmail.com
3.	Dr.M.Raja	Convener	Assistant Professor	mrajasec@gmail.com
4.	Mr.S.Karthik	Faculty Representative	HOD/Dept of Civil	karthi3693@gmail.com
5.	Mrs. Sujitha R	Member	Assistant Professor	srisuji14@gmail.com
6.	Mr. Janarthanan S	Member	Lab/Technician. ECE	knsjana@gmail.com
7.	Mrs.Thilagavathi R	Member	Lab Technician, Chemistry	thilagasri1526@gmail.com
8.	Ms.Karthika P	Students Representative	Student – III year ECE	Karthikapalanichmy44@gmail.com
9.	Ms.Grija A	Students Representative	Student – II year CSE	Grija6704@gmail.com
10.	Mr.Theodare Leonard	Students Representative	Student – II year CSE	thedretheo@gmail.com

Copy to:

1. The Principal's file
2. All HoDs
3. All ICC members
4. IQAC



*Dr. M. Jeya Kumar*  
**DR.M.JEYAKUMAR, M.E..Ph.D.**  
PRINCIPAL  
CHRIST THE KING ENGINEERING COLLEGE,  
Chikkampalayam Village,  
Karamadai, Mettupalayam Taluk,  
Coimbatore - 641 104.

*Dr. M. Jeya Kumar*  
**PRINCIPAL**  
*re: b/m*



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Ref.: CKEC /ICC/2022-2023/04

Date:03.08.2022

## CIRCULAR

A Meeting for the Members of **Internal Complaints Committee** will be held on 04.8.2022(Friday) at 4:00 p.m. in the Principal's cabin. All committee members must attend the upcoming meeting without fail.

### Agenda:


- To form Women Empowerment Cell (WEC)

  
CONVENER

### Copy to:

1. The Principal's file
2. All HoDs
3. All ICC members
4. IQAC



  
D.M. JEYAKUMAR, M.E., Ph.D.  
PRINCIPAL  
CHRIST THE KING ENGINEERING COLLEGE,  
Chikkarampalayam Village,  
Karamadai, Mettupalayam Taluk,  
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Ref.: CKEC /ICC/2022-2023/05

Date:07.08.2022

## Minutes of the meeting of Internal Complaints Committee

A Meeting of the internal complaint committee was conducted on 04.8.2022(Friday) at 4:00 p.m.at the Principal's office.

The following faculty members and students are appointed to the Women Empowerment Cell (WEC) for the academic year 2022-23 for one year. They will carry out duties like solving women grievances expressed by the girl students and female faculties on the campus in person or through online.


This committee works under the guidance of all internal complaint committee.

Sl. No.	Name	Role	Designation
1.	Dr. M. Jeyakumar	Chairman	Principal
2.	Dr. R. Suganya	Convener	HOD-S&H
3.	Mrs. R. Sujitha	Member	AP-CSE
4.	Mrs. V. G. Karthiga	Member	AP-CSE
5.	Mrs. K. Kiruthika	Member	AP-ECE
6.	Mrs. Benazir Banu	Member	AP-Civil
7.	Mrs. S. Dhanalakshmi	Member	AP-EEE
8.	Mrs. J. Revathy	Member	AP-AI&DS

  
7/8/22  
CONVENER

  
PRINCIPAL  
7/8/22



  
DR.M.JEYAKUMAR, M.E.T.D  
PRINCIPAL  
CHRIST THE KING ENGINEERING COLLEGE,  
Chikkarampalayam Village,  
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