

Ref. No.: SSIT/ADMIN/2023/1067

Date: 02/08/2023



**OFFICE ORDER**

**Subject: Internal Committee (IC)**

As per AICTE regulations, Internal Committee (IC) is formed for prevention and prohibition of sexual harassment of women employes and students is as under;

SR. NO.	NAME	POSITION	DESIGNATION	MOBILE NO.
1	Ms. Ankita Rekkawar	Incharge	Assistant Professor	9764677391
2	Ms. Prachi Bhure	Member	Assistant Professor	9567638523
3	Ms. Yogita Raut	Member	Assistant Professor	8459964044
4	Ms. Apurva Ganvir	Member	Junior Clerk	7219152359
5	Mr. Abhijeeth Nair	Member	Administrative Officer	9049000177
6	Mr. Dhammpal Ukey	Member	NGO Representative	9309543968
7	Ms. Aachal Ganar	Member	Student Representative	9325473046
8	Ms. Shivani Nimje	Member	Student Representative	9022812519
9	Ms. Gita Rathod	Member	Student Representative	8007751612



*[Signature]*  
Principal

**Principal**

**Swaminarayan Siddhanta Institute  
of Technology, Kalmeshwar,  
Dist. Nagpur - 441501**

- Copy to- 1) Dean Academics  
2) IQAC Coordinator  
3) HODs (CS/ETC/ME/CE/FY/TP/MBA)  
4) Administrative office  
5) Circulation among Teaching and Non-teaching staff  
6) Circulation among Classes  
7) All Notice Board  
8) Concerned Persons  
8) Principal office file

**Swaminarayan Siddhanta Institute of Technology**

College : Nagpur - Katol Highway Road, Khapri (Kothe), Tah. Kalmeshwar, Nagpur-441 501.

Email: info@ssitngp.com, Website: www.ssitngp.com

Ref. No.: SSIT/ICC/2023/10

Date: 04/05/2023

**Internal Complaints Committee Annual Report**

Our Institute has functional Complaint Committee which is constituted as per the government guidelines. Senior most female employee as a chairperson, 2 female members, 1 external member with 50% female members.

During the academic year 2022-23 the committee called around meetings at regular interval to keep address the sexual harassment of women at workplace, conducted various programmes to create the awareness among girl student and female staff about the existence and working of committee. The annual report regarding complaint is as follows:

**Complaint Redressal:**

No. of complaints received	No. of complaints disposed off	No. of complaints pending for more than ninety days	Nature of action taken by the employer
Nil	Nil	-	-

In charge

Internal Complaint Committee

**Copy to:**

- 1) Principal
- 2) IQAC Co-ordinator
- 3) ICC File