



NARAYANA COLLEGE OF NURSING

Chinthareddypalem, Nellore - 524003. A.P.

Ph No: 0861-2317969 | Fax: 0861-2311968.
Recognized by Indian Nursing Council and A.P. Nurses & Midwives Council
Affiliated to Dr. N.T.R. University of Health Sciences, A.P. Vijayawada.
Accredited by "International Accreditation Organization (IAO)"



Internal Complaints Committee (ICC)

(As per UGC Regulations & Sexual Harassment of Women at Workplace Act, 2013)

Objective

To ensure a safe, respectful, and harassment-free academic and workplace environment for all female students, staff, and faculty; to prevent sexual harassment; and to provide an effective mechanism for complaint redressal in a fair, confidential, and timely manner.

Roles and Responsibilities

1. Prevention of Sexual Harassment

- Create awareness about sexual harassment, gender sensitivity, and respectful conduct on campus.
- Display ICC information, contact details, and complaint procedures at prominent locations.
- Conduct preventive programs to foster a safe and gender-just environment.

2. Ensure Non-Discrimination

- Prevent any form of gender-based discrimination or misconduct.
- Monitor and address complaints related to harassment, intimidation, or offensive behavior.

3. Complaint Redressal Mechanism

- Establish a transparent, confidential, and accessible system to receive complaints.
- Conduct inquiries as per due procedure, ensuring fairness to both complainant and respondent.
- Recommend corrective, disciplinary, or preventive actions to the authorities.

4. Conduct Awareness Programs

Organize regular workshops, training, and sensitization programs on:

- Sexual harassment laws and UGC regulations
- Gender sensitization



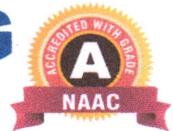

Principal
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- Workplace safety
- Rights and responsibilities of students and employees
- Psychological support and coping strategies

5. Provide Support and Assistance

- Offer emotional and psychological support to the complainant.
- Facilitate access to counselling, medical care, or legal assistance whenever required.
- Ensure no retaliation or victimization occurs during or after the inquiry.

6. Infrastructure & Safety Monitoring

- Identify unsafe areas or systemic barriers on campus and recommend improvements.
- Promote installation of safety measures like lighting, CCTV, and women-friendly facilities.

7. Documentation and Reporting

- Maintain confidential records of complaints, inquiry proceedings, and outcomes.
- Submit periodic reports to the Head of Institution as mandated.
- Prepare annual ICC activity and compliance reports for statutory bodies.

8. Coordination and Compliance

- Liaise with UGC, government authorities, and legal bodies for implementation of guidelines.
- Ensure full compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013.
- Collaborate with Women's Cell, Grievance Redressal Cell, and other relevant committees.

Minimum Educational Qualification for ICC Counsellor / Support Member

Essential (Any one Master's degree):

- Clinical Psychology
- Counselling Psychology



B. G. J. S.
Principal

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- Psychology (with counselling/therapy specialization)
- Social Work (with experience in women's support or counselling)
- Psychiatric Social Work
- Mental Health Nursing (with experience in student or women support services)

The degree must be from a **UGC-recognized university**.

Preferable:

- Registered with RCI or relevant mental-health regulatory bodies
- Certification in:
 - Cognitive Behavioral Therapy (CBT)
 - Gender Sensitization
 - Trauma-Informed Counselling
 - Sexual Harassment Prevention Training
 - Life Skills/Emergency Counselling



B. Ashwini
Principal
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Internal Complaint Committee

Sr. No.	Members	Constitution	Phone No.	Email. ID
1.	Dr. B. Vanaja Kumari	Presiding Officer/ Chairperson	9490894253	principal.ncn@narayananursingcollege.com
2.	1. Mrs. Nathiya. K	2 Members from Teaching Faculty	8220828355	nathismily@gmail.com
3.	2.Mrs.Pratima V		9010885595	prathibhareddykesari@gmail.com
4.	1. Mrs. Gunavathi. K	2 Members From Non-Teaching	7799626242	gunavathikode@gmail.com
5.	2. Mrs. Rasheeda SK		8897623597	rasheedask82@gmail.com
6.	1. Ms. Payam Akhila	3 Student Members	7702612454	akhilapaym772@gmail.com
7.	2.Ms. Ch. Koteswari		8074954935	aswinisirisiri@gmail.com
8.	3.Ms. Lakshmi Priya		8121551229	akshmishaji333@gmail.com
9.	Mrs. P. Vijayamma	Member from N.G.O.	8693372501	vijayapoda62@gmail.com
10.	Mr. G Narayana	Member Secretary	8985966685	gnarayana.legal@narayanaomedicalcollege.com



B. Vanaja
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