

## PANIPAT INSTITUTE OF ENGINEERING & TECHNOLOGY

70, Milestone, G.T.Road, Pattikalyana, Samalkha, Panipat (Haryana)-132103

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### INTERNAL COMPLAINTS COMMITTEE (ICC)

#### ANNUAL REPORT 2021-2022

Panipat Institute of Engineering & Technology (PIET) is dedicated to empowering women and maintaining a zero-tolerance policy towards sexual harassment. The institute administration is committed to ensuring that everyone working or studying at PIET is treated with dignity and respect and has the right to a safe and healthy work environment. The ICC is tasked with addressing matters related to sexual harassment, respecting confidentiality, and ensuring that complainants, witnesses, and the accused do not face victimization or discrimination during the inquiry process.

In compliance with the Supreme Court and AICTE directives, PIET has established an Internal Complaints Committee (ICC) for Gender Sensitization and Complaints against Sexual Harassment. The committee addresses discriminatory behavior, including sexual harassment, and advises on remedial actions, including punishment for offenders. The committee comprises representatives from faculty, staff, administrative officers, and students.

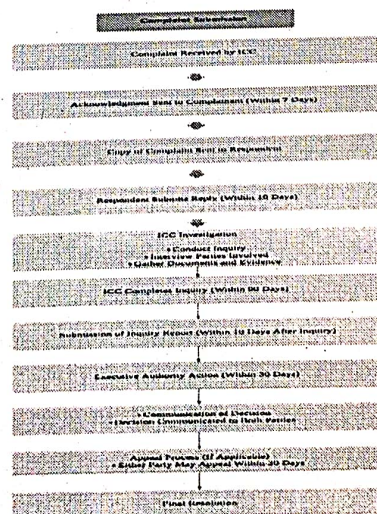
#### Objectives:

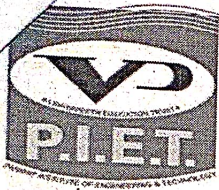
1. To build self-esteem and dignity among female students and faculty members.
2. To offer services such as counseling and legal aid in cases of atrocities against women.
3. To create awareness regarding women's rights.
4. To arrange programs related to health and personality development.
5. To record and document the minutes of meetings and annual reports.

#### Mechanism of ICC on Sexual Harassment:

The mechanism for registering complaints at PIET is safe, accessible, and sensitive.

#### Internal Complaints Committee (ICC) Process Flowchart:





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Under the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013, and PIET policies:

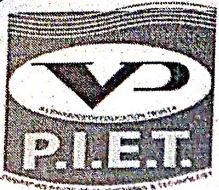
- **Who Can Approach ICC and File a Complaint:**
  1. Any female employee of PIET, including faculty and staff, or any woman residing on or visiting the campus may file a complaint.
  2. Any student, irrespective of age and/or gender, may file a complaint.
- **How to File a Complaint:**
  - A formal written complaint must be submitted either as a hard copy addressed to the Presiding Officer or via email to [dranita.applied@piet.co.in](mailto:dranita.applied@piet.co.in) within 90 days of the incident. The ICC is required to complete the inquiry process and submit its report within 90 days of receiving the complaint.
  - The formal complaint should include:
    - Date and time of the incident
    - Place where it occurred
    - Name and contact information of the accused
    - Name and contact information of witnesses, if any
    - Detailed description of the incident
  - Assistance is available from the ICC if needed to draft the complaint.
  - **Confidentiality:**
    - All information related to a complaint will be kept strictly confidential.

PIET is committed to providing a safe and respectful environment for all its members. Incidents of sexual harassment are taken seriously, and appropriate action will be taken as per the institution's policies.

### Key Activities and Initiatives:

#### 1. ICC Awareness Session (October 13, 2021):

- **Venue:** Online and offline at Seminar Hall, PIET.
- **Participants:** More than 280 newly admitted students from various branches.
- **Purpose:** To introduce the ICC to students and explain its functions, policies, and procedures. Dr. Anita Malik, Presiding Officer, outlined the **Sexual Harassment of Women Act, 2013** and the PIET policies related to it.
- **Key Points:**
  - **Dr. Anita Malik** introduced the committee's structure and responsibilities.
  - Students were shown e-posters and videos to highlight the Do's and Don'ts on campus.



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- **Dr. Bhawna Singla**, Faculty Member, presented the events planned for the year and introduced the ICC members.
- **Outcome:**  
The session effectively raised awareness about the ICC and its procedures. The event concluded with a note of thanks by **Dr. Parveen Kumar Goel**, ICC member.

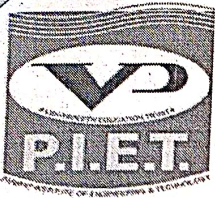
### 2. International Women's Day Celebration (March 8, 2022):

- **Theme:** "Gender Equality Today for a Sustainable Tomorrow."
- **Venue:** APJ Auditorium, PIET.
- **Collaboration:** Organized by ICC in association with the National Service Scheme (NSS), PIET.
- **Key Points:**
  - The event started with a Lamp Lighting Ceremony and a Saraswati Vandana.
  - **Dr. Anita Malik** delivered a welcome address, emphasizing the importance of gender equality and the role of women in sustainable development.
  - **Guest Speaker:** Ms. Monika Singh, ISR Panipat, graced the occasion as the Chief Guest and focused on the **Legal Rights for Women**.
  - Ms. Singh highlighted key areas such as equality and non-discrimination, reproductive rights, violence against women, economic rights, education, legal protection, and access to justice.
- **Conclusion:**  
The event successfully celebrated the spirit of women and addressed the challenges they face, aligning with the ICC's goals of raising awareness and empowering women on campus. The event ended with a vote of thanks by **Dr. Anita Malik**, Presiding Officer, ICC.

### Meetings and Deliberations:

#### Meeting on October 5, 2021:

- **Agenda:**
  1. Discussion about the smooth functioning of the ICC.
  2. Increasing awareness among students both online and offline.
- **Outcomes:**
  - Emphasized the need for regular training sessions for ICC members.
  - Reviewed current procedures and identified areas for improvement.
  - Responsibilities were assigned to **Dr. Bhawna Singla** and **Dr. Parveen Kumar Goel** to organize training and awareness programs.



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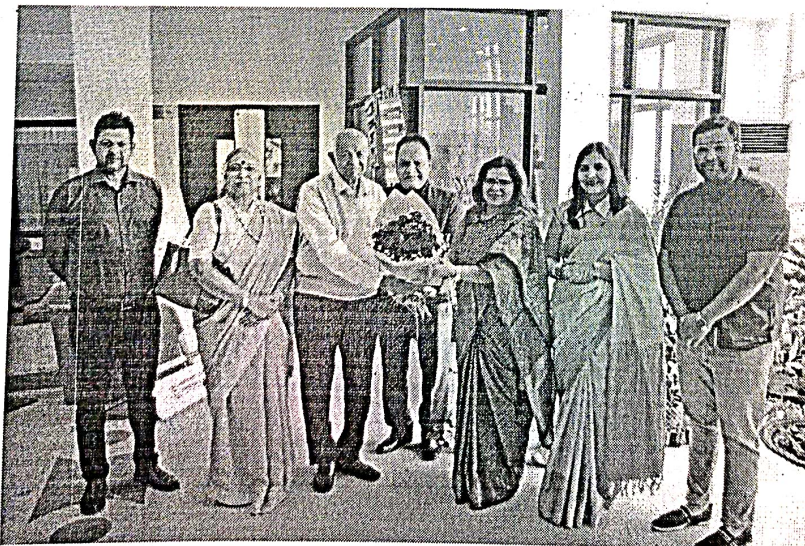
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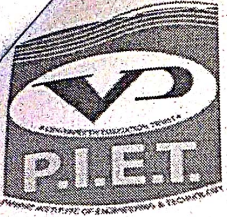
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### Meeting on March 3, 2022:

- **Agenda:**
  1. Discussion about the smooth functioning of the ICC.
  2. Plans for celebrating International Women's Day on March 8, 2022.
- **Outcomes:**
  - Responsibilities for the event were distributed among ICC members to ensure its smooth execution.
  - The importance of raising awareness about the ICC during the event was emphasized.

### Some Glimpses of Activities (2021-2022)





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## Conclusion and Outlook for 2021-2022:

The ICC at PIET has made significant strides in fostering a gender-sensitive and safe campus environment. Through awareness programs, events, and regular meetings, the committee remains committed to addressing grievances related to sexual harassment, providing support to victims, and ensuring confidentiality throughout the process. The committee looks forward to expanding its outreach in the coming year, with more training sessions and awareness initiatives for students and staff alike.

## 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	-	-

*Anita Malik*  
30/6/22

**Dr. Anita Malik**  
Presiding Officer, Internal Complaints Committee  
Dated: 30 June, 2022