

Ref. No.: GDRCT/PO/22-23/178

Date: 05/07/2022

**INTERNAL COMPLAIN COMMITTEE FORMATION****NOTICE**

The Internal Complaints Committee (ICC) at GDRCT is established to address and prevent sexual harassment, ensuring a safe and respectful environment. It provides a confidential platform for students and staff to report incidents, promotes awareness, and ensures compliance with legal guidelines, fostering a culture of dignity and equality. The committee will comprise the following members:

S#	Name and Designation	Designation in Committee	E-Mail ID	Mobile Number
1	Dr Neema S Balan [Principal]	Chairman	neema.balan@rungta.ac.in	9200055547
2	Mr Sourabh Guha [Asst. Prof. – Dept. of M&C]	Member Secretary	sourabh.guha@rungta.ac.in	9098142242
3	Mrs Ritika Awasthi [Asst. Prof. – Dept. of CS]	Member	Ritika.awasthi@rungta.ac.in	9340356738
4	Mr Satyaveer S Rathore [Asst. Prof. – Dept. of Humanities]	Member	satyaveer.rathore@rungta.ac.in	7987421691
5	Ms Suhana Khatun [Student]	Member	suhanak_14@gmail.com	9827156984
6	Mr Umakant Sahu [Student]	Member	uma.kantsahu25@gmail.com	8839452671
7	Mr Vijitabh Shrivastava [NGO – Talash Swayam Sewa Sansthan, Bhilai]	Member	vijitabh100@gmail.com	7963258713

*Neema*  
**PRINCIPAL  
G.D. RUNGTA COLLEGE  
OF SCIENCE & TECHNOLOGY  
BHILAI (C.G.)**

*Neema*  
\_\_\_\_\_  
[Chairman]

Date: 16.07.2022

## NOTICE OF MEETING

Notice is hereby given that a regular meeting of the Internal Complain Committee of GD Rungta College of Sciences & Technology, Bhilai will be held on 23.07.2022 at 03:30 PM in Principal Office.

The purpose of the meeting is to discuss complaint of students, teaching or non-teaching staff of the Institute and to provide solution on time.

Following members are requested to be present for the same:

S#	Name and Designation	Designation in Committee	E-Mail ID	Mobile Number
1	Dr Neema S Balan [Principal]	Chairman	neema.balan@rungta.ac.in	9200055547
2	Mr Sourabh Guha [Asst. Prof. – Dept. of M&C]	Member Secretary	sourabh.guha@rungta.ac.in	9098142242
3	Mrs Ritika Awasthi [Asst. Prof. – Dept. of CS]	Member	Ritika.awasthi@rungta.ac.in	9340356738
4	Mr Satyaveer S Rathore [Asst. Prof. – Dept. of Humanities]	Member	satyaveer.rathore@rungta.ac.in	7987421691
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*Neema*  
\_\_\_\_\_  
[Chairman]

## INTERNAL COMPLAIN COMMITTEE

### Minutes of the Meeting

**Date:** July 23, 2022

**Time:** 03:00 pm - 03:30 pm

**Venue:** Principal's Office

**# Agenda:** The purpose of the meeting is to discuss complaint of students, teaching or non-teaching staff of the Institute and to provide solution on time.

The chairperson welcomed all members and expressed gratitude for their commitment to the committee's work.

#### Points Discussed:

- Emphasized the importance of maintaining confidentiality throughout the proceedings.
- The committee reviewed existing policies related to complain and its redressal. Roles and responsibilities of faculty members were discussed.
- The procedure for reporting the complains was discussed.
- Next meeting date was fixed

The meeting ended with vote of thanks to all the members present.

#### Members Present:

S#	Name and Designation	Designation in Committee	Mobile Number	Signature
1	Dr Neema S Balan	Chairman	9200055547	
2	Mr Sourabh Guha	Member Secretary	9098142242	
3	Mrs Ritika Awasthi	Member	9340356738	
4	Mr Satyaveer S Rathore	Member	7987421691	
5	Ms Suhana Khatun	Member	9827156984	
6	Mr Umakant Sahu	Member	8839452671	
7	Mr Vijitabh Shrivastava	Member	7963258713	

PRINCIPAL  
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[Chairman]

Date: 14.01.2023

## NOTICE OF MEETING

Notice is hereby given that a regular meeting of the Internal Complain Committee of GD Rungta College of Sciences & Technology, Bhilai will be held at Office of the Principal on 23.01.2023 at 02:30 PM.

The purpose of the meeting is to discuss complaint of students, teaching or non-teaching staff of the Institute, occurred and actions taken by the committee.

Following members are requested to be present for the same:

S#	Name and Designation	Designation in Committee	E-Mail ID	Mobile Number
1	Dr Neema S Balan [Principal]	Chairman	neema.balan@rungta.ac.in	9200055547
2	Mr Sourabh Guha [Asst. Prof. – Dept. of M&C]	Member Secretary	sourabh.guha@rungta.ac.in	9098142242
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*Neema*  
[Chairman]

**INTERNAL COMPLAIN COMMITTEE****Minutes of the Meeting****Date: January 25, 2023****Time: 03:00 pm - 03:30 pm****Venue: Principal's Office**

**# Agenda:** The purpose of the meeting is to discuss complaint of students, teaching or non-teaching staff of the Institute and to provide solution on time.

The chairperson welcomed all members and expressed gratitude for their commitment to the committee's work.

**Points Discussed:**

Mr Sourabh Guha, presented a report on complains resolved during last 6 months. Following complains were resolved:

- Water cooler
- Washroom cleaning
- Dustbins at each floor

The meeting ended with vote of thanks to all the members present by Member Secretary.

**Members Present:**

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1	Dr Neema S Balan	Chairman	9200055547	
2	Mr Sourabh Guha	Member Secretary	9098142242	
3	Mrs Ritika Awasthi	Member	9340356738	
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[Chairman]



To register your complaint, use the link: <https://forms.gle/iy3kiMfh1wor2rW2A>



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