

# INTERNAL COMPLAINTS COMMITTEE REPORT

## EMEA COLLEGE OF ARTS & SCIENCE, KONDOTTY

As per the directions of the Government, the Internal Complaints Committee was constituted on August 30, 2018, in accordance with the Sexual Harassment of Women at Workplace (Prevention, prohibition and Redressal) Act, 2013. The committee has undertaken awareness programmes on sexual harassment at workplace and has implemented all necessary measures at the college level to prevent such incidents.

The Committee was formed with the following members

Sl.No	Name & designation	Status
1	Principal	Chairman
2	Mrs. Kamalam Edathil (Head of the Department of Commerce)	Presiding Officer
3	Ad. Hassan AV	External Member
4	Dr. Shiji Thomas (Head of the Department of Micro Biology)	Employee Member
5	Mrs. Abida KP( Assistant Professor, Department of English)	Employee Member
6	Mrs. Dufaida.KM( assistant Professor, Department of Micro Biology)	Employee Member

After the constitution of ICC in the college, regular meetings were conducted under the chairmanship of the Principal to review and discuss matters related to harassment within the campus. Since no complaints have been received so far, this information is duly reported to the concerned authorities as required. To ensure transparency in the functioning of the committee, the ICC works in consultation and coordination with various bodies in the college, such as Women's Cell, CASH (Committee Against Sexual Harassment) and the College Union. These bodies are regularly advised to include awareness programmes against sexual harassment, initiatives to enhance confidence of female students and staff, and existing complaint mechanisms for addressing their grievances in confidential manner. In addition, Class advisors have been entrusted with a significant role in this regard. The ICC has directed them to provide awareness about the formation and functioning of the ICC to the first year under graduation as well as post graduation students during advisory classes.

**So far no complaints have been received by the College Internal complaint Committee.** As part of its awareness initiatives, billboards have been displayed across the college campus to disseminate information regarding the complaint mechanism, including the name and contact details of ICC member.

PG DEPARTMENT OF COMMERCE  
presents

# LEAD HER SHIP & SELF DEFENCE FOR ZERO HARASSMENT




An Experience Sharing Program



**NASRIN | NOUSHIBA | NASEEHA**  
(Founders of PEHANAA clothing)



**SAHLA PARAPPAN**  
(Traveller)

-  **Date:** 11 March 2026 (Wednesday)
-  **Time:** 10:00 AM
-  **Venue:** Seminar Hall

In Association With  
**ICC & CASH**

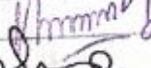

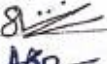

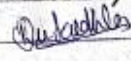
Minutes of the meeting of College ICC held  
on 24/09/2018 at Principal's chamber.

Time: 3 pm

### Agenda

1. To review the existing system in the college to prevent gender based discrimination and harassment to women
2. Awareness and sensitisation programmes

### Members present.

1. Dr. C.P. Ayyoob (Principal) 
2. Kamalam Eda Shil (Presiding officer ICC) 
3. Dr. Shiji Thomas (Member, ICC) 
4. Mrs. Abida KP (Member, ICC) 
5. Mrs. Durgada KM. 

### Decisions taken:

1. The Committee reviewed the existing <sup>system</sup> to prevent harassment to women group in the college and also the awareness programmes given to prevent harassment to women studying as well as working in the college.
2. It was also decided to give more focus on gender sensitization programmes and preventing sexual harassment if any, with the joint efforts of College Women cell and ICC.

  
24/09/2018  
Kamalam Eda Shil





PRINCIPAL  
EMEA COLLEGE OF ARTS  
& SCIENCE, KONDOTTU  
MALAPPURAM DT. 673 600

Minutes of the meeting of Internal Complaint Committee  
held on 02-03-2026 at College Guest Room.  
Time: 2:30pm.

### Agenda:

1. Review of previous meeting minutes
2. Discussion on awareness programme to be conducted in connection with the celebration of International Womens Day 2026.
3. Organising an interactive discussion session on POSH Act.

### Members present:

1. Prof (Dr.) Rijad (Principal & Chairman ICC)
2. Dr. Kamalamb Edathil (Presiding Officer ICC) ~~MS~~
3. Mrs. Abida.K.P (Member ICC) Akp
4. Adv. A.V. Hassan (Member, ICC) Aho
5. Mrs. Balkoos KS (Co-ordinator, CASH) BIRPG

### Decisions taken:

1. The minutes of the previous meeting were read and approved by all members.
2. The Committee discussed the importance of conducting awareness session on prevention of sexual harassment among students and staff. It was decided to organise a seminar in association with International Womens Day - Celebration 2026.
3. It was also decided to organise an interactive session with female students to strengthen the awareness on POSH Act 2013.

02/03/2026  
Kamalamb Edathil



Principal  
EMEA COLLEGE OF ARTS  
& SCIENCE, KONDOTTY  
MALAPPURAM DT. 673 698

INTERNAL COMPLAINT COMMITTEE(ICC)  
For Prevention of  
Sexual Harassment

**EMEA College has**

**0 ZERO**  
**TOLERANCE**  
*to*

**SEXUAL  
HARASSMENT**

Report any such complaints to the ICC at

**94473 74684**



**EMEA COLLEGE  
OF ARTS AND SCIENCE, KONDOTTY**

NAAC Accredited, Government Aided College | Affiliated to the University of Calicut

