



# MAHATMA GANDHI INSTITUTE OF TECHNOLOGY

MGIT/Admin./020/2021

Date: 22.04.2021

## OFFICE ORDER

Sub.: Constitution of 'Internal Complaints Committee (Revised)' – Regarding.

Ref.: Minutes of the meeting of GB of CBES dt.01-02-2021.

The existing 'Internal Complaints Committee' is revised and re-constituted as follows  
w.e.f. 01-02-2021.

S. No.	Name	Designation & Department	Status
1.	Dr. B. Padmaja Rani	Professor, Dept. of CSE, JNTUCE, Hyderabad	Chairperson
2.	Dr. P. Uma Reddy	Asst. Professor, Dept. of P&C	Co-ordinator
3.	Dr. T. R. Vijaya Lakshmi	Asst. Professor, Dept. of ECE	Member
4.	Ms. U. Chaitanya	Asst. Professor, Dept. of IT	Member
5.	Mr. A. Ramachandra Reddy	Asst. Professor, Dept. of EEE	Member
6.	Ms. B. Jaya Lakshmi	Sr. Asst. Administrative Office	Member
7.	Ms. Mary Smitha Jacob	SA - HR	Member - Convener
8.	Ms. K. Ratnavali	NGO	Member

The role of the Internal Complaints Committee:

- To act as Inquiry Authority on a complaint of Sexual Harassment
- To ensure that Victims and Witnesses are not victimized or discriminated because of their Complaint.
- To take proactive measures towards sensitization of staff, students and Faculty members of Mahatma Gandhi Institute of Technology on gender issues.
- To discharge any other functions as per the act.

  
Principal

To  
All the above individuals, for information

### Mahatma Gandhi Institute of Technology

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