

**ANAND INSTITUTE OF HIGHER TECHNOLOGY**  
**KAZHIPATTUR**

DATE: 12.02.2021

Ref No: AIHT/POSHC1/2020 -2021

**CIRCULAR**

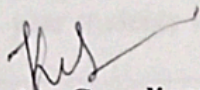
The Prevention of Sexual Harassment (POSH) Cell meeting will be held on 12/02/2021 at 01:30 pm. It is informed that, all committee members should be present for the meeting.

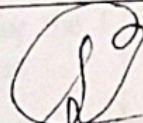
**Agenda** : *POSH Cell Activity for International Women's Day*

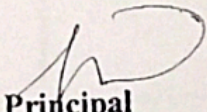
**Meeting Venue** : *A Block, Mini Auditorium*

**Prevention of sexual Harassment (POSH) committee is constituted with the following members**

S.NO	POSITION	NAME
1	CHAIRPERSON	Dr.S.RoselinMary, HOD-CSE, AIHT
2	SECRETARY	Dr.G.Sankaramalliga, HOD-ECE, AIHT
3	MEMBERS - Faculty	Mrs. A. Kayalvizhi Mrs. J. Anitha Dr. S. Krishnakumari Dr.K.Manvizhi Dr.M.Sumithra Devi
4.	Ex-Officio Members	Ms. T. Vanathidevi President, Southern Industrial Academy for Women, Chennai-600094
		Mr.R. Arunagirinathan Advocate, No.5,Third Street, Malaviya avenue, Thiruvanmiyur

  
**Meeting Coordinator**

  
**Chairperson**

  
**Principal**

Copy to:

The Secretary Madam  
Members of the POSH Cell  
IQAC

All HODs

ANAND INSTITUTE OF HIGHER TECHNOLOGY  
KAZHIPATTUR  
MINUTES OF POSH CELL MEETING HELD ON 12.02.2021

Ref No: AIHT/POSH/MOM1/2020 -2021

**Members present:**

Dr.S.RoselinMary, HOD-CSE, AIHT

Dr.G.Sankaramalliga, HOD-ECE, AIHT

Mrs. A. Kayalvizhi

Mrs. J. Anitha

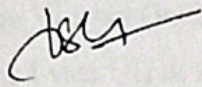
Dr. S. Krishnakumari

Dr.K.Manvizhi

Dr.M.Sumithra Devi

Sl. No.	Decision taken	Responsible Person	Target Date	Review Status
1	<b>Women's Day Celebration</b> <ul style="list-style-type: none"><li>It is planned to celebrate the International Women's Day celebration for the year 2021.</li><li>The POSH cell organizes essay writing competition &amp; Poster making competitions for the students.</li><li>It is planned to honor the students who won the above competitions during the Women's Day celebration.</li></ul>	All HOD & Faculty	08.03.2021	
2	<b>Vishaka Committee programme</b> <ul style="list-style-type: none"><li>It is planned to organize the awareness programme on VISHAKA committee for the I year students by PG students of the campus</li></ul>	All HODs & Committee members	17.02.2021	
3	<b>Action Plan for the academic year</b> <p>Following are the activities planned for this academic year</p>	All HODs & Committee members	March & April 2021	

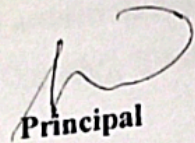
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|--|--|--|--|
| <ol style="list-style-type: none"><li>1. Webinar on the legal concerns about overcoming digital abuse and cyber bullying for PG students and teaching faculty.</li><li>2. Awareness programme on Prevention of Sexual Harassment in workplace for the Nonteaching staff and other employees at the campus.</li></ol> |  |  |  |
|--|--|--|--|



**Meeting Coordinator**



**Chairperson**



**Principal**

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ANAND INSTITUTE OF HIGHER TECHNOLOGY

KAZHIPATTUR

DATE: 16.02.2021

RefNo: AIHT/POSHC2/2020 -2021

CIRCULAR

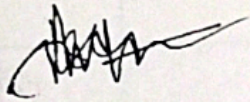
The Prevention of Sexual Harassment (POSH) Cell is organizing an orientation programme on the Vishaka Guidelines for Women in the campus. This is planned for creating awareness among the I year UG & PG girl students about POSH and Vishaka Guidelines. Ms. S.Gayathri, II MBA is presenting the webinar.

**Title** : **IMPORTANCE OF VISHAKA GUIDELINE.**

**Meeting platform** : **Google Meet**


**Meeting Link** : **[meet.google.com/btu-bgvo-gse](https://meet.google.com/btu-bgvo-gse)**

**Date & Time** : **17.02.2021, 9.00am to 10.00 am**

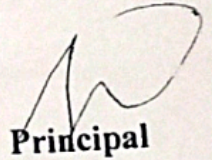


S.Krishnakumari, AP/MBA

Meeting Coordinator



Chairperson



Principal

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The Secretary Madam

Members of the POSH Cell

IQAC

All HODs

**ANAND INSTITUTE OF HIGHER TECHNOLOGY  
KAZHIPATTUR**

DATE: 17.02.2021

**Report on the Awareness of the Vishaka Committee Guidelines**

The Prevention of Sexual Harassment (POSH) Cell organized an orientation programme on the Vishaka Guidelines for Women in the campus. This programme is planned for creating awareness among the first year UG & PG girl students about POSH and Vishaka Guidelines.

The Programme started with the Welcome note by the programme coordinator Dr.S.Krishnakumari, Faculty, MBA department and Felicitation address by the Chairperson of POSH cell, Dr.S.RoselinMary, HOD-CSE, followed by the Secretary, Dr.G.Sankaramalliga, HOD-ECE, AIHT

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Ms. S.Gayathri, II MBA , the student member of POSH cell took over the session and presented the topic through google meet platform. More than 100 students from all the branches of engineering and MBA department joined the programme.

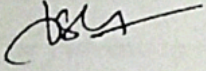
**Title** : **Awareness of the Vishaka Committee Guidelines.**

**Meeting platform** : **Google Meet**

**Meeting Link** : [meet.google.com/btu-bgvo-gse](https://meet.google.com/btu-bgvo-gse)

**Date & Time** : 17.02.2021, 9.00am to 10.00 am

More than 100 students from all the branches of engineering and MBA department joined the programme. The students posted their queries regarding the various activities of the POSH cell and the importance of Vishaka committee. The programme ended with the thanks note from the faculty members of the POSH cell.

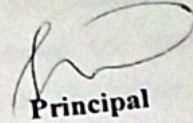


**S.Krishnakumari, AP/MBA**

**Meeting Coordinator**



**Chairperson**



**Principal**

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# ANAND INSTITUTE OF HIGHER TECHNOLOGY

## KAZHIPATTUR

DATE: 17.02.2021

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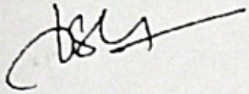
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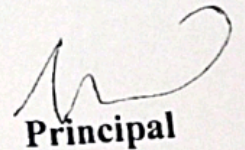


**S.Krishnakumari, AP/MBA**

**Meeting Coordinator**



**Chairperson**



**Principal**

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The Secretary Madam

Members of the POSH Cell

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All HODs



ANAND INSTITUTE OF HIGHER TECHNOLOGY

KAZHIPATTUR

DATE: 22/01/2021

Ref No: AIHT/POSHC2/2020-2021

CIRCULAR

Prevention of Sexual Harassment (POSH) cell meeting will be held on 26/01/2021 at 10:30 am. All members of the committee should be available for the meeting. HOD's are requested to permit student representatives to attend the meeting.

Meeting Venue: A Block, Conference Hall

  
Chairman

CC to:

Secretary Madam

The Principal

Members of the POSH Cell

All HOD's

### MINUTES OF MEETING OF VISHAKHA COMMITTEE 2020-2021

The Committee meeting was held on 10.07.2020 in the conference hall of Anand Institute of Higher Technology. The meeting was attended by all the members

- At the outset the chairman welcomed all the participants in the meeting
- The committee noted that no complaint of harassment against any students and faculty has been received
- It was emphasised that in order to create awareness and continuous sensitization among the employees, it is essential to conduct a seminar on Sexual harassment of women at workplace (prevention, Prohibition and redressal act)-2013
- The New staff appointed in the College and First year students must also be sensitised about the existing act on Prevention, Prohibition and Redressal of Sexual harassment of women at workplace. They must also be sensitised towards maintaining discipline in the office campus.
- The Committee confirmed if the Grievances raised previously by the students and Faculty were solved.
- The Chairperson expressed her thanks to all participants and members agreed that the committee will meet regularly

### MINUTES OF MEETING OF VISHAKHA COMMITTEE 2020-2021

The Committee meeting was held on 26.01.2021 in the conference hall of Anand Institute of Higher Technology. The meeting was attended by all the members

- At the outset the chairman welcomed all the participants in the meeting
- The committee noted that no complaint of harassment against any students and faculty has been received
- It was decided to invite self-help groups to educate students on Entrepreneurship on account of International women's day 2021.
- The Committee confirmed if the Grievances raised previously by the students and Faculty were solved.

- The Chairperson expressed her thanks to all participants and members agreed that the committee will meet regularly

### EVENTS ORGANIZED BY VISHAKA COMMITTEE 2020-2021

- 02.10.2020: Seminar on awareness of Prevention of Sexual Harassment of women at workplace
- 07.11.2020: Awareness of Women safety by Mrs. Gandhimathi, Sub Inspector of Police
- Observance of International Women's Day on 8th March

PREVENTION OF SEXUAL HARASSMENT COMMITTEE MEMBERS 2019-20


Prevention of sexual Harassment (POSH) committee is reconstituted with the following members

S.NO	POSITION	NAME
1	CHAIRPERSON	Dr.S.RoselinMary
2	SECRETARY	Dr.G.Sankaramalliga
3	MEMBERS	-
		Mrs.Kayalvizhi
		Mrs.J.Anitha
		Ms.T.Vanathidevi
		President, Southern Industrial Academy for Women, Chennai-600094
4.	EX-Officio Members	Mr.R.Arunagirinathan Advocate No.5,Third Street, Malaviyaavenue, Thiruvanniyur
5.	MEMBERS(STUDENTS)	

**Frequency of the Meeting:** Twice in a year, as and when required.

**Functions and Responsibilities**

- To receive complaints from lady staff and students regarding grievances of sexual Harassment
- To maintain the records of complaints received and action taken.
- To enquire the complaints received and ascertain the facts
- To elaborately document the case describing the methods adopted and settlement of complaints

  
PRINCIPAL