

ANAND INSTITUTE OF HIGHER TECHNOLOGY  
KAZHIPATTUR

Ref No: AIHT/POSHC1/2019-2020

DATE: 09/07/2019

CIRCULAR

Prevention of Sexual Harassment (POSH) cell meeting will be held on 10/07/2019 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

ANAND INSTITUTE OF HIGHER TECHNOLOGY  
KAZHIPATTUR

DATE: 22/01/2020

Ref No: AIHT/POSHC2/2019-2020

CIRCULAR

Prevention of Sexual Harassment (POSH) cell meeting will be held on 23/01/2020 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 2019-20

The Committee meeting was held on 23.01.2020 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 2019-20

The Committee meeting was held on 09/01/2020 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 decided to invite self help groups to educate students on Entrepreneurship on account of International women's day 2020.
- 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 2019-20

- 06.10.2019: Seminar on awareness of Prevention of Sexual Harassment of women at workplace
- 10.11.2019: Awareness of Women safety by Mrs. Inthumathi, Sub Inspector of Police
- Observance of International Women's Day on 8th March

**ANAND INSTITUTE OF HIGHER TECHNOLOGY**

**KAZHIPATTUR, CHENNAI-603103**

**PREVENTION OF SEXUAL HARASSMENT COMMITTEE MEMBERS 2018-2019**


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, Thiruvanmiyur
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**