



DVR & Dr. HS  
**MIC College of Technology**

AUTONOMOUS

(Approved by AICTE & Permanently Affiliated to JNTUK, Kakinada)  
Kauchikacherla-521180, NTR Dist. A.P. India.  
Tel.No : 08678-273535/9491457799/7382616824  
Website : [www.mictech.edu.in](http://www.mictech.edu.in)



**5.1.4. The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases**

1. Implementation of guidelines of statutory/regulatory bodies
2. Organization wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

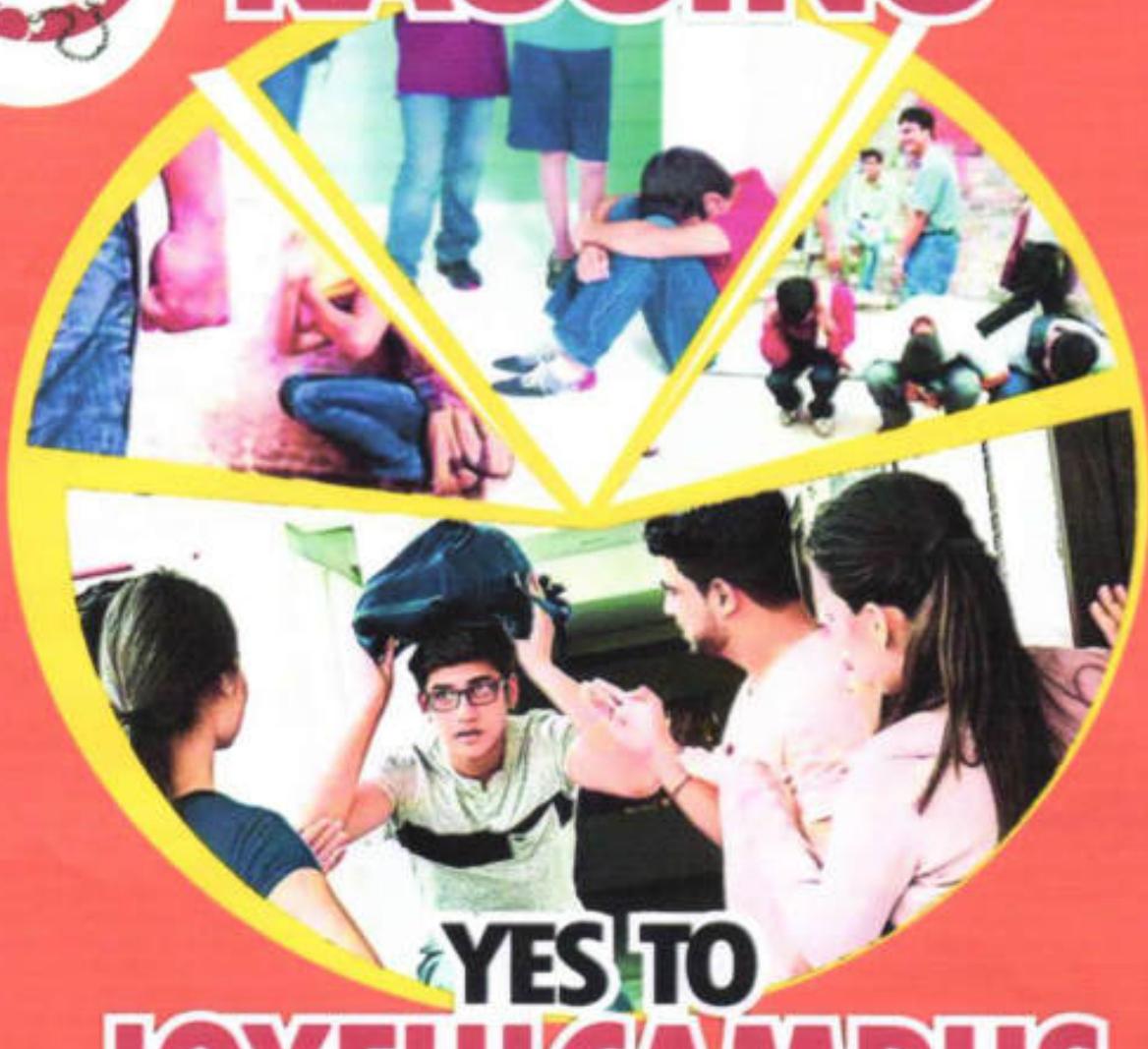
**Index of Organization Wide Awareness and Undertakings on Policies with Zero Tolerance**

S. No	Contents
1.	Photographs
2.	Anti-Ragging Awareness, Policy & Action
3.	Anti-Ragging Measures
4.	Undertaking Form by Students and Parents
5.	Anti-Ragging Committee
6.	Anti-Ragging Committee (M.O.M) for past Five Academic Years

  
**Principal**  
**PRINCIPAL**  
**DVR & Dr. HS MIC College of Technology**  
Kanchikacherla, N.T.R. Dt.  
Andhra Pradesh, India – Pin: 521180



# SAY NO TO RAGGING



## YES TO JOYFUL CAMPUS

### RAGGING IS AN OFFENCE AS PER LAW

- Beware of A.P.Ragging Act 26 of 1997, which invites Punishment
- Ragging within or outside any educational institution is prohibited
- Ragging means doing an act which causes or is likely to cause Insult or Annoyance or Fear or Apprehension or Threat or Intimidation or Outrage of Modesty or Injury to a student
- Ragging invokes Suspension/Dismissal from the College/Imprisonment

### A STUDENT INDULGING IN RAGGING CAN BE:

- Cancellation of admission.
- Suspension from attending classes.
- Withholding/withdrawing Scholarship/Fellowship and other benefits.
- Debarring from appearing in any test/ examination or other evaluation process.
- Withholding results.
- Debarring from representing the institution in any regional, national or international meet, tournament or youth festival etc.
- **Collective punishment** : when the persons committing or abetting the crime of ragging are not identified the institution shall resort to collective punishment as a deterrent to ensure community pressure on potential ragger.



PRINCIPAL

MIC College of Technology  
Kanchikacherla, N.T.R. Dist.  
Andhra Pradesh, India – Pin: 531180

Anti-Ragging Helpline No: 9849581200



DVR & Dr. BS  
MIC College of Technology  
Autonomous



अधिकारी भारतीय तकनीकी शिक्षा परिषद्  
All India Council for Technical Education



विश्वविद्यालय अनुदान आयोग  
University Grants Commission  
quality higher education for all

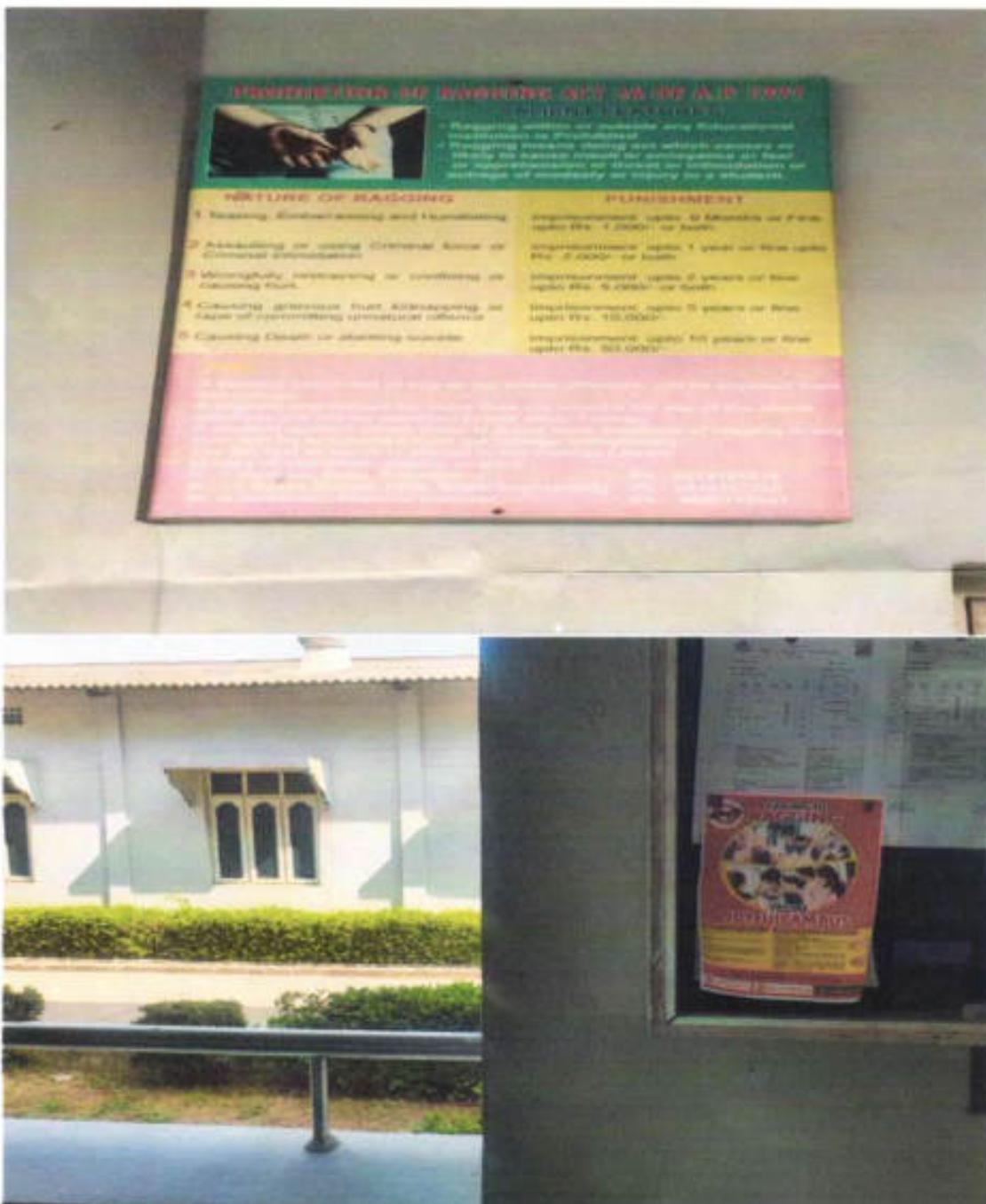


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### Organization wide awareness



  
**PRINCIPAL**  
**DVR & Dr. HS MIC College of Technology**  
 Kanchikacherla, N.T.R. Dt.  
 Andhra Pradesh, India - Pin: 521180

**Government of Andhra Pradesh  
Commissionerate of Collegiate Education**

**Cir.1/715 / CCE AP/Anti Ragging /AC-02/ 2019-2020, Dated:20-06-2019**

**Sub:** Collegiate Education – Prevention and prohibition of ragging in Educational Institutions – A.P. Prohibition of Ragging Act, 1997- Certain instructions on action to be taken- Issued Orders -Reg.

- Ref:**
1. A.P. Prohibition of Ragging Act, 1997 (Act No. 26 of 1997)
  2. G.O.Ms.No. 67, Higher Education (EC) Dept. dt. 31.08.2002
  3. UGC Regulations on curbing the Menace of Ragging in Higher Educational Institutions, 2009 issued by the Secretary, UGC, New Delhi vide F-1-16/2007(CPP-II), dt. 17.06.2009
  4. Circular Memo No.7525-CE-A1-2015-Dated 04.08.2015 - Anti Ragging Policy

\*\*\*

The attention of all the Principals of Government and Private Aided Degree Colleges under the control of Commissionerate of Collegiate Education is invited to the subject cited above and in view of the commencement of the class-work for the academic year 2019-20, the following instructions are issued to prevent the incidents of ragging in the institutions.

- a. Erect the suitable hoardings/banners/signboards on anti ragging in all conspicuous places of Higher Education Institutions and display Anti Ragging Provisions and Penalties as per A.P. Prohibition of Ragging Act, 1997 both in Telugu and English.
- b. Display the anti ragging toll free number 1800-425-5314 at the prominent places in the campus to curb untoward activities of the students in Educational Institutions.
- c. Faculty and students must be sensitized on the panel procedures applied as per UGC and AP State Anti Ragging Act.
- d. UGC film on anti ragging (available on UGC website ugc.ac.in) may be screened to students.
- e. An 'Anti Ragging Committee' may be constituted at College level with efficient Senior teaching /non-teaching Staff members and students to prevent ragging and to maintain discipline in the campus.
- f. Representatives from civil, police, local media, NGOs, parents and student organizations are included in anti ragging committee with an aim of familiarizing the anti ragging policy in an effective manner.
- g. Display the details of Anti Ragging Committee with phone numbers in all conspicuous places of the Institution, immediately.
- h. At College level, the anti-ragging committee and squad should be activated and monitored especially at the beginning of the academic session to make the College a ragging free campus.
- i. The ARC shall send a report in the prescribed format by 30/07/2019 to the mail ID tappal-col@ap.gov.in (A Google spread sheet will be sent to colleges before a week).
- j. The ID college Anti Ragging Committee coordinator shall act as District coordinator and shall send the consolidated status of reports of district colleges in excel sheet (each college information shall be written in one row without merging the cells, for this Alt+enter keys will be used) to mail ID tappal-col@ap.gov.in
- k. The RJDCEs shall conduct a review meeting with the district coordinators and all other district college ARC members for every 3 months, i.e., last week of July, 3<sup>rd</sup> week of October and 3<sup>rd</sup> week of January. The RJDCEs shall send the district reports for their respective zones in the format given to the mail ID tappal-col@ap.gov.in next day after completion of the every review meeting.
- l. A review meeting will be conducted by Spl.CCE through virtual class rooms in between November and December, 2019.

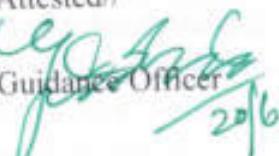
- m. All the Government & Private Aided Degree Colleges in the State of Andhra Pradesh are advised to ensure appointment of Warden, Deputy Warden and Resident Matron to all the hostels and ensure there is proper management of hostels run the campuses/College Premises. The regular employees available in the College shall be posted to the post of Warden and Deputy Warden;
- n. The entry into the College hostels is restricted to inmates through ID cards.
- o. To reduce ragging in the Colleges, separate hostel accommodation in different rooms and blocks is provided for juniors and seniors.
- p. A complaint box is to be arranged at all the hostels to lodge the complaints against ragging and it should be opened regularly by Anti ragging committee to address the grievances if any.
- q. Periodical inspection and cross verification of the date given by various committees (Disciplinary committees, class committees, counseling committees, Supervisory Committees etc..) may be regularly undertaken by the principal and senior faculty members.
- r. RJDCEs shall conduct reviews and monitor the hostels and send the status of hostels in the required format enclosed for every Academic year beginning(July) and end of the year, i.e., in the month of March.
- s. To eradicate ragging, Professional Counselor/Psychologist shall be appointed by the institute to give necessary counseling to the students.
- t. Take immediate adequate measures such as seminars, workshops, lectures by police, district and legal authorities to sensitize the students.
- u. Fix CC-TV cameras in the College campus and Hostel corridors to make the College a ragging free Campus.
- v. All the teachers are strictly instructed to continue in their classes until the next teacher arrives.
- w. The security person at the main gate is instructed to question outsiders for entry, noting all his/her personal details and purpose of visit.
- x. UGC Regulations on curbing the Menace of Ragging earlier issued to all Higher Education Institutions must be scrupulously followed.
- y. It is mandatory for the institution, where the incident of ragging is reported to file a First Information Report (F.I.R.) before the local police authorities. Such reports should also be made to the Civil Authorities and Higher Police authorities for taking necessary action in the matter.
- z. It is the responsibility of the Principals and HODs of the Educational Institutions to ensure a safe campus/College life, conducive to welfare and development of all the students in Colleges

Further, it is informed that the anti-ragging provisions cited in ref (1), (2), (3) and (4) above are available on the Department website and can be accessed through: [www.apcce.gov.in](http://www.apcce.gov.in) and all the Principals of Degree Colleges in the State are hereby directed to initiate above measures and constitute 'Anti Ragging Committees' in their Colleges and send the compliance (in prescribed Annexure enclosed) to the respective District ID College Principals by 30.07.2019. The consolidated information shall be furnished by ID College Principals to the O/o CCE through tappal-col@ap.gov.in by 05.08.2019.

(Orders of Spl.CCE obtained in the Note file)

Sd/- Dr.Sujata Sharma, I.A.S.  
Special Commissioner of Collegiate Education

//Attested//

  
Academic Guidance Officer  
2016

**Commissionerate of Collegiate Education  
Government of Andhra Pradesh**

**Cir.2/715 / CCE AP/Anti Ragging /AC-02/ 2019-2020, Dated 20-06-2019**

**Sub:** Collegiate Education – Curbing of Ragging in all Government & Private Aided Degree Colleges in 13 districts of Andhra Pradesh – Certain instructions – Reg

**Ref:** 1. UGC Regulations on curbing the Menace of Ragging in Higher Educational Institutions, 2009 issued by the Secretary, UGC, New Delhi vide F-1-16/2007(CPP-II), dt. 17.06.2009

2. A.P. Prohibition of Ragging Act, 1997 (Act No. 26 of 1997)

3. G.O.Ms.No. 67, Higher Education (EC) Dept. dt. 31.08.2002

4. Circular Memo No.7525-CE-A1-2015-Dated 04.08.2015 - Anti Ragging Policy

\*\*\*\*\*

The Government of Andhra Pradesh is taking the Ragging activity very seriously and action being initiated against the students involved and also the Institution responsible to eradicate ragging incidents in College premises. In view of the commencement of the class-work for the academic year 2019-20, the Principals of all Govt., & Pvt. Aided Degree Colleges in the State are directed to take measures to curb ragging in their colleges by sensitizing students on UGC Anti Ragging policy and Andhra Pradesh prohibition of Ragging Act, 1997.

Further, all the Principals are instructed to read the following anti ragging pledge along with students, faculty and all other staff of the College by placing anti ragging posters, banners and sign boards at strategic points in the College.

**PLEDGE**

We, the Students , Scholars, Teaching and Administrative staff of this College firmly resolve to take a pledge today that we withstand united in making this College “ Ragging Free ” College and We will not involve in ragging indeed, action and thought in our personal lives. We will promote fraternity and brotherhood with dignity to make this College a “Ragging Free” College.

(Orders of Spl.CCE obtained in the Note file)

Sd/- Dr.Sujata Sharma, I.A.S.  
Special Commissioner of Collegiate Education

//Attested//

Academic Guidance Officer



To

All the Principals of Govt., & Pvt. Aided Degree Colleges in the State.

All the ID College Principals.

The RJDCEs, Rajahmundry, Guntur and Kadapa for taking further necessary action

**Copy to:**

The Principal Secretary to Govt., Higher Education for favor of information.

Grams: "TECHNOLOGY"  
Email:dapjntuk@gmail.com



Phone: 0884-2300991  
Mobile: +9177790000

Directorate of Academic & Planning  
JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY KAKINADA  
KAKINADA-533003, Andhra Pradesh, INDIA

Lr. No. JNTUK/DAP/Anti Ragging/2016

Date: 08-12-2016

**Dr. Ch. Satyanarayana**  
M.Tech, Ph.D.,  
Director, Academic & Planning

To  
The Principals of all affiliated colleges,  
JNTUK, Kakinada

CIRCULAR

Sir / Madam,

Sub: JNTUK – DAP – Information of Anti Ragging Policy – 2016-2017 – Reg.

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I am by direction of the Hon'ble Vice-Chancellor, JNTUK request you to go through the attached PDF document of "Anti Ragging Policy – Comprehensive Guidelines - 2016-17" to eradicate ragging inside and outside of your institutions.

  
Director, Academic & Planning

Copy to:  
Secretary to Hon'ble Vice Chancellor, JNTUK  
PA to Rector, JNTUK  
PA to Registrar, JNTUK  
OSD, JNTUK

S] All the Vice Chancellors /Registrars /Principals are advised to ensure appointment of warden, Dy. Warden, Resident Matron to all the hostels ensuring proper management. The regular employees available in the University / college shall be posted to the post of Warden and Deputy warden.

T] The Heads of Institutions may also take up publicity in local media and programmes to build awareness among the senior students as to what acts tantamount to ragging and how violation of provisions has implication for them from their career point of view.

SUMITA DAWRA  
PRINCIPAL SECRETARY TO GOVERNMENT

To

All Vice Chancellors in the State,  
The Commissioner of Collegiate Education, Andhra Pradesh, Vijayawada,  
The Commissioner of Technical Education, Andhra Pradesh, Vijayawada,  
The Secretary, Andhra Pradesh State Council for Higher Education,  
Hyderabad.

Copy to

OSD to Minister[HRD],

PS to Chief Secretary,

JS to Chief Minister

Agriculture & Cooperation Department.

Health, Medical & Family Welfare Department.

Animal Husbandry, Dairy Development & Fisheries Department.

Department of Information & Public Relation for press release

Sc/sf.

//FORWARDED:: BY ORDER//

  
SECTION OFFICER



GOVERNMENT OF ANDHRA PRADESH  
HIGHER EDUCATION [CE] DEPARTMENT

Circular Memo.No.7525/CE.A1/2016

Dt:06.12.2016

Sub: Higher Education - Anti Ragging Policy - Comprehensive  
Guidelines issued – reiterated

- Ref: 1. A.P. Prohibition of Ragging act, 1997 [Act No.26 of 1997],  
2. G.O.Ms.No.67, HE[CE] dept., dt.31.08.2002,  
3. Regulations on curbing the menace of Ragging in Higher  
Educational Institutions, 2009, issued by University Grants  
Commission,  
4. Circular Memo.No.7524/CE.A1/2015-1, dt.25.07.2015  
5. Circular Memo.No.7525/CE.A1/2015-1, dt.04.08.2015
- \* \* \* \*

The Government of Andhra Pradesh has initiated several steps to transform Andhra Pradesh State into a Knowledge Society and Education Hub of global standing.

2. The state has made significant progress in this regard. However, certain stray incidents of ragging have come to light, despite strict guidelines / instructions issued from time to time by the Government. Against this backdrop, it is felt necessary to reiterate the main aspects of the Anti-Ragging Policy of Government, to be read with circular instructions, circulars and GOs already issued in the matter, for guidance of all concerned, as follows:

A] Ragging is prohibited within or outside any educational institution.

B] whoever teases or embarrasses or humiliates a student shall be punished with imprisonment for a term which may extend to six months or with fine which may extend to one thousand rupees or with both [or] assaults or uses criminal force to or criminally intimidates a student shall be punished with punishment for a term which may extend to one year or with fine which may extend to two thousand rupees or with both [or] wrongfully restrains or wrongfully confines or causes hurt go a student shall be punished with imprisonment for a term which may extend to two years or with fine which may extend to five thousand rupees or with both [or] causes grievous hurt to or kidnaps or abducts or rapes or commits unnatural offence with a student shall be punished with imprisonment for a term which may extend to five years and with fine which may extend to ten thousand rupees [or] causes death or abets suicide shall be punished with imprisonment for life or with imprisonment for a term which may extend to ten years and with fine which may extend to fifty thousand rupees .

C ] It is responsibility of the Head/Manager of educational institution, upon receiving any compliant on ragging, to inquire into or cause an inquiry to be made forthwith and take such action as deemed necessary and he shall be punished in case of negligence.

D] A Review Committee will be constituted by the District Collector as Chairperson and other members will be Superintendent of Police as Vice Chairperson; Revenue Divisional Officer, Sub Divisional Police Officer, College Principal as members. The Committee shall meet twice before the academic session and twice during academic session. Apart from this, the educational institutions should provide for the constitution of a Committee consisting of parents and guardians of the students.

- E] Every Institution shall constitute a Committee to be known as **Anti Ragging Committee** to be nominated and headed by the Head of the institution, and consisting of representatives of Civil society & Police; Local media; Non Govt. organizations; Faculty members; Parents & students.
- F] Every institution shall constitute a smaller body to be known as the Anti Ragging Squad to be nominated by the HOD.
- G] Every institution shall constitute a body to be known as Monitoring Cell on Ragging and coordinate with the affiliated colleges under domain of the University.
- H] No Outsiders other than inmates of the hostels shall stay in the hostels and no outsiders shall stay on campus, whatsoever.
- I] The entry into hostels and Mess shall be by biometric identity only.
- J] The hostel corridors shall have CC-TV cameras fixed.
- K] The biometric data and video footage shall be monitored by third party arrangement to avoid tampering.
- L] A periodical inspection and cross verification of data shall be verified by the administrative staff.
- M] Disciplinary Committees may be constituted at Hostel level, which should be vigilant by conducting several inspections particularly during vulnerable times and at vulnerable places. There shall be student representatives in the committee. The mischievous elements shall be identified and mischievous actions shall be liable for punishment as per the rulebook of the University/college/Institution.
- N] A quarterly review of disciplinary measures and facilities with regard to hostels shall be undertaken by the Vice Chancellor/Principal concerned and a status report has to be sent to the Andhra Pradesh State Council for Higher Education/ Commissioner of Collegiate Education/ Commissioner of Technical Education, who shall send consolidated report to Government.
- O] Notice Boards be erected in all conspicuous places of Higher Education Institution and display Anti Ragging Provisions and Penalties as per A.P. Prohibition of Ragging Act, 1997 both in Telugu and English. Details of Anti Ragging Committee with phone numbers be displayed in all conspicuous places of the institution.
- P] Faculty must be sensitized on the provisions of the Act as well as on the panel consequences.
- Q] Seminars, workshops, lectures by police, district and legal authorities be conducted to sensitize the students.
- R] It is the responsibility of the Vice Chancellors/ HODs of other educational institutions to ensure a safe campus/college life conducive to welfare and development of students.



## **Anti-Ragging Policy Awareness, Avoidance, Action**

### **I. Awareness:**

Make the seniors aware of the ills of ragging and its consequences by way of posters, notices and counseling lectures by faculty class-in-charges, HOD's/ Principal/ Director/ Management Representatives/ police department and through undertaking by the students, parents etc.

### **II. Avoidance:**

- 1) Enforcing measures to minimize contact between fresher's and seniors, by staggered lunch and break timings for students of different years.
- 2) Forming anti-ragging squads, and
- 3) By continuous surveillance at vulnerable locations for ragging such as toilets, terraces, canteen, hostels, buses etc.

### **III. Action:**

Whenever a ragging case is reported, to take appropriate action through the discipline committee.

**Convenor**  
**Anti Ragging Committee**  
*Head of the Department*  
Dept. of Basic Engg.  
DVR & Dr. HS MIC College of Technology  
Kanchikacherla, Krishna Dt.  
Andhra Pradesh, India – Pin: 521180

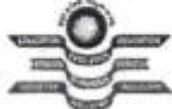
**Anti Ragging Measures**

1. The Anti Ragging Committee comprising of the college staff, parents, media representatives and police personnel is constituted according to the instructions issued by the AICTE, UGC, and the University.
2. Banners discouraging ragging are displayed at the different locations in the college and hostels.
3. Anti Ragging Complaint box has been placed.
4. An Anti-Ragging Squad which is constituted with the staff and student members is on vigil throughout the day near the class rooms, buses, canteen and hostels.
5. As part of the orientation a counseling session is organized for the I Year students (Freshers) and their parents on the first day of academic session.
6. Surveillance cameras are arranged in the strategic locations.
7. Seminars are arranged to the senior students by the police department to make them aware about the consequences of ragging.
8. Undertaking forms are taken from the senior students and parents after explaining the consequences of ragging.
9. Separate class work timings are maintained for seniors and juniors to avoid their interaction.
10. Anti Ragging feedback is taken from the students to know about ragging.
11. Staff supervisors are arranged in all the buses to curb ragging.

**Undertaking by Student**

I, \_\_\_\_\_ Bearing Roll No. \_\_\_\_\_  
of \_\_\_\_\_ B.Tech / MCA / MBA have read and understood the circular issued regarding ragging. I am aware of the punishments and consequences, if I found to have involved ragging. I assure you that I will not indulge in any, such sort of activity which is an offence under section 4 of Andhra Pradesh Prohibition of Ragging Act, 1997, (Act 26 of 1997). I will also extend my co-operation in curbing ragging, and inform the authorities, if I come across any ragging incident, outside the campus. I will abide to any action taken by the college authorities, if I found guilty of ragging.

Place:



Date:

Signature of the Student

**Undertaking by Parent**

I, \_\_\_\_\_ Parent / \*Guardian of \_\_\_\_\_

Bearing Roll No. \_\_\_\_\_ of \_\_\_\_\_ B.Tech / MCA/ MBA have read and understood the circular regarding ragging. I will ensure that my ward will not indulge in any, such activities of ragging. I am aware of the punishments and consequences, that will be given to my ward if found guilty of ragging. I will accept without contest, any action taken on my ward by the authorities if he / she is found guilty of ragging.

Place:

Signature of Parent / Guardian

Date:

Relationship with Student \_\_\_\_\_

\*Guardian should sign the undertaking only if parents are not alive.

These Undertakings are to be returned to the office on or before \_\_\_\_\_

**The students who fail to submit the above undertaking will not be allowed into the college campus from the date of commencement of 1<sup>st</sup> year class work.**



# Devineni Venkata Ramana & Dr.Hima Sekhar MIC College of Technology

(Approved by AICTE & Permanently Affiliated to JNTUK, Kakinada)

Kanchikacherla - 521180, Krishna Dist, A.P, India.  
Phone : 08678 - 273535, 273623, Fax: 08678 - 273569  
e-mail: dvthsmic@mictech.ac.in, Website: www.mictech.ac.in

AUTONOMOUS

NBA-Accredited  
B.Tech (CSE|ECE|ME)

Accredited by  
NAAC With Grade A

02.07.2018

## ANTI RAGGING COMMITTEE

To curb ragging and to make the campus ragging free campus, a committee is constituted.

### CHAIRMAN:

Dr. Y. Sudheer Babu                      Principal

### CONVENER:

Mr. Ch Vijaya Kumar                      HOD-Basic Engineering

### MEMBERS:

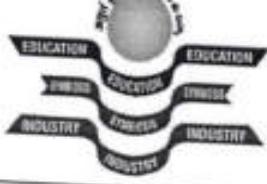
- |                        |  |
|------------------------|--|
| 1. Dr. A Guruva Reddy  | HOD-ECE                                  |
| 2. Mr. V. Sai          | HOD-ME                                   |
| 3. Dr. T. Vamsee Kiran | HOD-EEE                                  |
| 4. Dr. Jayalakshmi     | HOD-CSE                                  |
| 5. Mr. Subba Rao       | HOD-CE                                   |
| 6. Dr. G Rajesh        | HOD-Diploma Courses                      |
| 7. Ms. N Aruna Kumari  | HOD- Management Studies                  |
| 8. Dr. A Anupama       | WARDEN-LADIES HOSTEL                     |
| 9. Mr. N Sowraiah      | PHYSICAL DIRECTOR<br>WARDEN-GENTS HOSTEL |

### NON TEACHING MEMBERS

1. SK Zakir Hussain, Chemistry Lab Technician.
2. A Naga Bhushanam, Mechanical Dept.
3. Lakshmi Narayana, Physics Lab Technician.

### Parent Representatives:

1. Sri. G Srinivasa Rao : Jaggayyapeta Cell No: 9959322579
2. Sri. T Venkateswararao:IbrahimpatnamCell No : 9502289360
3. Sri Satish kumar V : Vijayawada                      Cell No:9247462707



Devineni Venkata Ramana & Dr.Hima Sekhar  
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B.Tech (CSE|ECE|ME)

**Accredited by**  
**NAAC**  
With Grade **A**

**Local Media:**

K. Srinivasa Rao

: Reporter, Eenadu Daily News Paper

Venkateswara Rao

: Reporter, Andhra Jyothi News paper

Non-Govt.(Social worker)

: P. Subrahmaneswara Rao

**Police Dept.**

Sri Chandrasekhar Dadi

: Sub-Inspector, Police Station, Kanchikacherla

Sri N Srinivasa Rao

: Head Constable Police Station, Kanchikacherla.

**Student Members**

1. Mr. Balaji. P, IV CE, Ms. Soujanya N, III CE
1. Mr. Krishna chaitanyaT, IV EEE, Ms. Prتayusha .S, III EEE
2. Mr. Ashok Reddy D. IV ME, Mr. Rahul D, III ME
3. Ms. Manohita ch, IV ECE, Mr. Sampath K, III ECE
4. Ms. Rohini V, IV CSE, Mr. Uday M, III CSE

  
Convener

  
Chairman

**PRINCIPAL**  
Devineni Venkata Ramana & Dr. Hima Sekhar  
**MIC College of Technology**  
Kanchikacherla, Krishna District



Devineni Venkata Ramana & Dr.Hima Sekhar  
**MIC College of Technology**

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e mail: dvrhsmic@mictech.ac.in, Website: www.mictech.ac.in

**AUTONOMOUS**

**NBA-Accredited**

B.Tech (CSE|ECE|ME)

Accredited by

**NAAC**

With Grade **A**

## ANTI RAGGING COMMITTEE

### MINUTES OF THE MEETING

Venue: Conference Room

Date :2/7/2018

Chaired By : Principal

#### Agenda:

1. To discuss about anti ragging measures to be taken on the campus
2. To decide the positions of anti ragging banners display
3. To decide the student, media and parent members of the committee

#### Details of Discussion

1. It has been discussed and decided that squad members should be nominated from every department to have strict vigilance regarding ragging near class rooms, wash room, corridors, canteen and any open places
2. Bus incharges has to take the responsibility in buses and report any incident of misbehavior .
3. Banners has to be placed at strategic locations
4. Student members from different branches were identified to give information to the respective HOD's
5. Anti ragging complaint box has to be placed at first year labs
6. Feedback has to be taken from the students periodically to check any incident of ragging
7. Squad should make surprise visits and report should be given to the coordinator
8. Parents and local Sub Inspector, Writer of Kanchikacherla police station

#### Members Present

1. Dr. A Guruva Reddy	HOD-ECE
2. Mr. V. Sai	HOD-ME
3. Dr. T. Vamsee Kiran	HOD-EEE
4. Dr. Jayalakshmi	HOD-CSE
5. Mr. Subba Rao	HOD-CE
6. Dr. G Rajesh	HOD-Diploma Courses
7. Ms. N Aruna Kumari	HOD- Management Studies
8. Dr. A Anupama	WARDEN-LADIES HOSTEL
9. Mr. N Sowraiah	PHYSICAL DIRECTOR

*[Signature]*  
Convener

*[Signature]*

**Chairman**

Devineni Venkata Ramana & Dr Hima Sekhar  
**MIC College of Technology**,  
Kanchikacherla, Krishna Dist,



Devineni Venkata Ramana & Dr.Hima Sekhar  
**MIC College of Technology**

(Approved by AICTE & Permanently Affiliated to JNTUK, Kakinada)

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With Grade **A**

To

Date:03.07.2018

The Sub Inspector of Police  
Kanchikacherla  
Krishna District.

Sir,

Sub: Formation of Anti Ragging Committee – Information –Sent –Reg.

We wish to inform you that we have constituted the anti ragging committee for the academic year 2018-19. The anti ragging committee consists of faculty members, representatives of senior students & parents, media, civil & Police.

We herewith enclose the list of members of anti ragging committee

This is for your information.

Thanking you,

Yours faithfully,

(Dr Y Sudheer Babu)

PRINCIPAL

**PRINCIPAL**

Devineni Venkata Ramana & Dr. Hima Sekhar  
**MIC College of Technology**  
Kanchikacherla, Krishna District



### **WARDEN-GENTS HOSTEL Anti Ragging Measures**

1. The Anti Ragging Committee comprising of the college staff, parents, media representatives and police personnel is constituted according to the instructions issued by the AICTE, UGC, and the University.
2. Banners discouraging ragging are displayed at the different locations in the college and hostels.
3. Anti Ragging Complaint box has been placed.
4. An Anti-Ragging Squad which is constituted with the staff and student members is on vigil throughout the day near the class rooms, buses, canteen and hostels.
5. As part of the orientation a counseling session is organized for the I Year students (Freshers) and their parents on the first day of academic session.
6. Surveillance cameras are arranged in the strategic locations.
7. Seminars are arranged to the senior students by the police department to make them aware about the consequences of ragging.
8. Undertaking forms are taken from the senior students and parents after explaining the consequences of ragging.
9. Separate class work timings are maintained for seniors and juniors to avoid their interaction.
10. Anti Ragging feedback is taken from the students to know about ragging.
11. Staff supervisors are arranged in all the buses to curb ragging.

### **Punishment for Ragging**

The legal definition of ragging is as follows : "Ragging" means the doing of any act which causes, or is likely to cause any physical, psychological or physiological harm of apprehension or shame or embarrassment to a student and includes

Teasing or abusing or playing Practical joke on or causing hurt to any student.

Asking any student to do any act, or perform any thing, which he/she would not , in the ordinary course, be willing to do or perform.



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With Grade **A**

Ragging is different from other crimes because the motive is solely to get perverse pleasure. Ragging is also different from other crimes as it is actively promoted by certain sections of the society.

Following types of abuses and activities will be termed as ragging :

1. Physical abuse - for example forcing to eat, drink or smoke, forcing to dress or undress.
2. Verbal abuse - for example swear words and phrases, direct or indirect derogatory references to the person's appearance, attire, religion, caste, family or chosen field of study.
3. Forced activity - for example Chores for seniors e.g. copying notes, cleaning rooms, etc.
4. Not being allowed to attend classes.
5. Staying awake late or getting up at unreasonable times.
6. Singing or dancing or performing in any other way.
7. Using foul language or shouting or cheering loudly.
8. Misbehaving with strangers, particularly women.

Depending upon the nature and gravity of the offence as established the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following :-

1. Cancellation of admission
2. Suspension from attending classes
3. Withholding/withdrawing scholarship/fellowship and other benefits
4. Debarring from appearing in any test/examination or other evaluation process
5. Withholding results
6. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
7. Suspension/expulsion from the hostel
8. Rustication from the institution for period ranging from 1 to 4 semesters
9. Expulsion from the institution and consequent debarring from admission to any other institution.
10. Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential ridders.

An appeal against the order of punishment by the Anti-Ragging Committee shall lie,

1. In case of an order of an institution, affiliated to or constituent part, of the University, to the Vice-Chancellor of the University;



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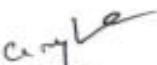
NAAC With Grade A

2. In case of an order of a University, to its Chancellor.
3. In case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.

The institutional authorities shall intimate the incidents of ragging occurred in their premises along with actions taken to the Council from time to time.

A ' legal awareness program' for anti ragging laws was conducted on 16.7.2018 for the freshers.



  
Convenor



Chairman

PRINCIPAL

Devineni Venkata Ramana & Dr. Hima Sekhar  
MIC College of Technology  
Kanchikacherla, Krishna District



Devineni Venkata Ramana & Dr.Hima Sekhar  
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With Grade

**01.07.2019**

**ANTI RAGGING COMMITTEE**

To curb ragging and to make the campus ragging free campus, a committee is constituted.

**CHAIRMAN:**

Dr. Y. Sudheer Babu                      Principal

**CONVENER:**

Mr. Ch Vijaya Kumar                      HOD-Basic Engineering

**MEMBERS:**

- |                            |  |
|----------------------------|--|
| 1. Dr. Goutham Kumar Gupta | HOD-ECE                                  |
| 2. Mr. K Srinivas          | HOD-ME                                   |
| 3. Dr. Deepak Kumar        | HOD-EEE                                  |
| 4. Mrs. L Kanyakumari      | HOD-CSE                                  |
| 5. Mr. Subba Rao           | HOD-CE                                   |
| 6. Dr. G Rajesh            | HOD-Diploma Courses                      |
| 7. Ms. N Aruna Kumari      | HOD- Management Studies                  |
| 8. Dr. A Anupama           | WARDEN-LADIES HOSTEL                     |
| 9. Mr. N Sowraiah          | PHYSICAL DIRECTOR<br>WARDEN-GENTS HOSTEL |

**NON TEACHING MEMBERS**

1. SK Zakir Hussain, Chemistry Lab Technician.
2. A Naga Bhushanam, Mechanical Dept.
3. Lakshmi Narayana, Physics Lab Technician.

**Parent Representatives:**

- |                            |   |            |                     |
|----------------------------|---|------------|---------------------|
| 1. Sri. S. Kishore         | : | Nandigama  | Cell No: 9553122175 |
| 2. Sri. D Venkateshwar Rao | : | Vijayawada | 9966331144          |
| 3. Sri G Samba Siva Rao    | : | Mylavaram  | 7036974649          |



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**Local Media:**

K.Srinivasa Rao : Reporter, Eenadu Daily News Paper

Venkateswara Rao : Reporter, Andhra Jyothi News paper

Non-Govt.(Social worker) : P.Subrahmaneswara Rao

**Police Dept.**

Sri G Sri Hari Babu : Sub-Inspector, Police Station, Kanchikacherla

Sri N Srinivasa Rao : Head Constable Police Station, Kanchikacherla,

**Student Members**

1. Mr. Manohar Ch, IV CE
2. Ms. Sai Deepthi, IV EEE
3. Mr. Harish K, IV ME
4. Ms. Manisha P, IV ECE
5. Ms. Pravallika B, IVCSE

Convener

  
**Chairman**  
**PRINCIPAL**  
Devineni Venkata Ramana & Dr. Hima Sekhar  
**MIC College of Technology**  
Kanchikacherla, Krishna District



## ANTI RAGGING COMMITTEE

### MINUTES OF THE MEETING

Venue: Conference Room

Date : 1/7/2019

Chaired By : Principal

#### Agenda:

1. To discuss about anti ragging measures to be taken on the campus
2. To decide the positions of anti ragging banners display
3. To decide the student, media and parent members of the committee

#### Details of Discussion

1. It has been discussed and decided that squad members should be nominated from every department to have strict vigilance regarding ragging near class rooms, wash room, corridors, canteen and any open places
2. Bus incharges has to take the responsibility in buses and report any incident of misbehavior .
3. Banners has to be placed at strategic locations
4. Student members from different branches were identified to give information to the respective HOD's
5. Anti ragging complaint box has to be placed at first year labs
6. Feedback has to be taken from the students periodically to check any incident of ragging
7. Squad should make surprise visits and report should be given to the coordinator
8. Parents and local Sub Inspector, Writer of Kanchikacherla police station

#### Members Present

- |                            |  |
|----------------------------|--|
| 1. Dr. Goutham Kumar Gupta | HOD-ECE                                |
| 2. Mr. K Srinivas          | HOD-ME                                 |
| 3. Dr. Deepak Kumar        | HOD-EEE                                |
| 4. Mrs. L. Kanyakumari     | HOD-CSE                                |
| 5. Mr. Subba Rao           | HOD-CE                                 |
| 6. Dr. G Rajesh            | HOD-Diploma Courses                    |
| 7. Ms. N Aruna Kumari      | HOD- Management Studies                |
| 8. Dr. A Anupama           | WARDEN-LADIES HOSTEL                   |
| 9. Mr. N Sowraiah          | PHYSICAL DIRECTOR, Warden Gents Hostel |

*G*  
CONEN BR

*BB*  
CHAIRMAN  
PRINCIPAL  
Devineni Venkata Ramana & Dr. Himasekha  
MIC College of Technology  
Kanchikacherla, Krishna District\*



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An appeal against the order of punishment by the Anti-Ragging Committee shall lie,



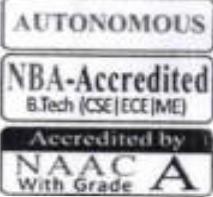
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1. In case of an order of an institution, affiliated to or constituent part, of the University, to the Vice-Chancellor of the University;
2. In case of an order of a University, to its Chancellor.
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✓  
cjt

Convener

Chairman

**PRINCIPAL**

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**MIC College of Technology**  
Kanchikacherla, Krishna District



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**01.11.2021**

**ANTI RAGGING COMMITTEE**

To curb ragging and to make the campus ragging free campus, a committee is constituted.

**CHAIRMAN:**

Dr. K Srinivas

Principal

**CONVENER:**

Mr. Ch Vijaya Kumar

HOD-Basic Engineering

**MEMBERS:**

- |                            |  |
|----------------------------|--|
| 1. Dr. Goutham Kumar Reddy | HOD-ECE                                  |
| 2. Dr. K Siva Reddy        | HOD-ME                                   |
| 3. Dr. Pradeep             | HOD-EEE                                  |
| 4. Mr. D Prasad            | HOD-CSE                                  |
| 5. Ms. A Anuradha          | HOD-AI & IT                              |
| 6. Mr Subba Rao            | HOD-CE                                   |
| 7. Dr. G Rajesh            | HOD-Diploma Courses                      |
| 8. Ms. N Aruna Kumari      | HOD- Management Studies                  |
| 9. Dr. A Anupama           | WARDEN-LADIES HOSTEL                     |
| 10. Mr. Sowraiah           | PHYSICAL DIRECTOR<br>WARDEN-GENTS HOSTEL |

**NON TEACHING MEMBERS**

1. SK Zakir Hussain, Chemistry Lab Technician.
2. A Naga Bhushanam, Mechanical Dept.
3. Lakshmi Narayana, Physics Lab Technician.

**Parent Representatives:**

- |                              |                 |                     |
|------------------------------|-----------------|---------------------|
| 1. Sri. D. Venkata Ramanaiah | : Ibrahimpatnam | Cell No: 8897771333 |
| 2. Sri K Srinivas Rao        | : Vijayawada    | 9030111456          |
| 3. Sri N Satish              | : Jaggayyapeta  | 9848151601          |



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Venkateswara Rao : Reporter, Andhra Jyothi News paper

Non-Govt.(Social worker) : P. Subrahmaneswara Rao

**Police Dept.**

Sri PSV Subrahmanyam : Sub-Inspector, Police Station, Kanchikacherla

Sri N Srinivasa Rao : Head Constable Police Station, Kanchikacherla.

**Student Members**

1. Mr. Midhilesh P, IV CE
2. Ms. Himani B, IV EEE
3. Mr. Hemanth K, IV ME
4. Ms. Anusha M, IV ECE
5. Mr. Naveen Kumar K, IV CSE

Convenor

Chairman

**PRINCIPAL**

Devineni Venkata Ramana & Dr. Hima Sekhar  
**MIC College of Technology**  
Kanchikacherla, Krishna District



## ANTI RAGGING COMMITTEE

### MINUTES OF THE MEETING

Venue: Conference Room

Date : 1.11.21

Chaired By : Principal

#### Agenda:

1. To discuss about anti ragging measures to be taken on the campus
2. To decide the positions of anti ragging banners display
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1. It has been discussed and decided that squad members should be nominated from every department to have strict vigilance regarding ragging near class rooms, wash room, corridors, canteen and any open places
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2. Dr. K Siva Reddy                  HOD-ME
3. Dr. Pradeep                        HOD-EEE
4. Mr. D Prasad                      HOD-CSE
5. Ms. A Anuradha                  HOD-AI & IT
6. Mr Subba Rao                     HOD-CE
7. Dr. G Rajesh                      HOD-Diploma Courses
8. Ms. N Aruna Kumari            HOD- Management Studies
9. Dr. A Anupama                    WARDEN-LADIES HOSTEL
10. Mr. Sowraiah                    PHYSICAL DIRECTOR
11. WARDEN-GENTS HOSTEL

Convenor

Chairman

### PRINCIPAL

Devineni Venkata Ramana & Dr. Himasekhar  
**MIC College of Technology**  
Kanchikacherla, Krishna District\*



Devineni Venkata Ramana & Dr.Hima Sekhar  
**MIC College of Technology**

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NAAC A

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9. Separate class work timings are maintained for seniors and juniors to avoid their interaction.
10. Anti Ragging feedback is taken from the students to know about ragging.
11. Staff supervisors are arranged in all the buses to curb ragging.

✓  
Convener

KJ  
Chairman

**PRINCIPAL**  
Devineni Venkata Ramana & Dr. Hima Sekhar  
**MIC College of Technology**  
Kanchikacherla, Krishna District



# Devineni Venkata Ramana & Dr.Hima Sekhar MIC College of Technology

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With Grade A

03.10.2022

## ANTI RAGGING COMMITTEE

To curb ragging and to make the campus ragging free campus, a committee is constituted.

### CHAIRMAN:

Dr. K.Srinivas

Principal

### CONVENER:

Mr. Ch Vijaya Kumar

HOD-Basic Engineering

### MEMBERS:

- |                       |  |
|-----------------------|--|
| 1. Dr.Ch Pulla Rao    | HOD-ECE                                  |
| 2. Dr. K Siva Reddy   | HOD-ME                                   |
| 3. Dr. Pradeep        | HOD-EEE                                  |
| 4. Mr. D Prasad       | HOD-CSE                                  |
| 5. Ms. A Anuradha     | HOD-AI & IT                              |
| 6. Mr. Subba Rao      | HOD-CE                                   |
| 7. Dr. G Rajesh       | HOD-Diploma Courses                      |
| 8. Ms. N Aruna Kumari | HOD- Management Studies                  |
| 9. Dr. A Anupama      | WARDEN-LADIES HOSTEL                     |
| 10. Mr. N.Sowraiah    | PHYSICAL DIRECTOR<br>WARDEN-GENTS HOSTEL |

### NON TEACHING MEMBERS

1. SK Zakir Hussain, Chemistry Lab Technician.
2. A Naga Bhushanam, Mechanical Dept.
3. Lakshmi Narayana, Physics Lab Technician.

### Parent Representatives:

- |                           |   |                |                     |
|---------------------------|---|----------------|---------------------|
| 1. Sri. G. Ramchandra Rao | : | Nandigama      | Cell No: 7330829519 |
| 2. Sri. S Raghava Rao     | : | Kanchikacherla | 9949395728          |
| 3. Sri. Apparao           | : | Ibrahimpatnam  | 8978389926          |



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Non-Govt.(Social worker) : P.Subrahmaneswara Rao

## Police Dept.

Sri PSV Subrahmanyam : Sub-Inspector, Police Station, Kanchikacherla

Sri N Srinivasa Rao : Head Constable Police Station, Kanchikacherla.

## Student Members

1. Mr. SK. Abdul Raheem, IV ECE
2. Ms. CH Manohitha, II ECE
3. Mr. D Tharun, IV CE
4. Ms. CH Sai Mounika, IV CSE
5. Mr. M U S T Venkachalam, IV CSE
6. Ms. V Srijani, IVCSE
7. Mr. B Dheeraj Babu, IV EEE
8. Mr. A Bhramayya, IV EEE

*[Signature]*  
Convener

*[Signature]*  
Chairman

## PRINCIPAL

Devineni Venkata Ramana & Dr. Hima Sekhar  
MIC College of Technology  
Kanchikacherla, Krishna District



## ANTI RAGGING COMMITTEE

### MINUTES OF THE MEETING

Venue: Conference Room

Date : 5.10.22

Chaired By : Principal

#### Agenda:

1. To discuss about anti ragging measures to be taken on the campus.
2. To decide the positions of anti ragging banners display
3. To decide the student, media and parent members of the committee

#### Details of Discussion

1. It has been discussed and decided that squad members should be nominated from every department to have strict vigilance regarding ragging near class rooms, wash room, corridors, canteen and any open places
2. Bus incharges has to take the responsibility in buses and report any incident of misbehavior .
3. Banners has to be placed at strategic locations
4. Student members from different branches were identified to give information to the respective HOD's
5. Anti ragging complaint box has to be placed at first year labs
6. Feedback has to be taken from the students periodically to check any incident of ragging
7. Squad should make surprise visits and report should be given to the coordinator
8. Parents and local Sub Inspector, Writer of Kanchikacherla police station

#### Members Present

#### MEMBERS:

1. Dr.Ch Pulla Rao	HOD-ECE
2. Dr. K Siva Reddy	HOD-ME
3. Dr. Pradeep	HOD-EEE
4. Mr. D Prasad	HOD-CSE
5. Ms. A Anuradha	HOD-AI & IT
6. Mr Subba Rao	HOD-CE
7. Dr. G Rajesh	HOD-Diploma Courses
8. Ms. N Aruna Kumari	HOD- Management Studies
9. Dr. A Anupama	Warden-Ladies Hostel
10. N Sowraiah	Physical Director, Warden gents hostel



Devineni Venkata Ramana & Dr.Uma Sekhar  
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### **Anti Ragging Measures**

1. The Anti Ragging Committee comprising of the college staff, parents, media representatives and police personnel is constituted according to the instructions issued by the AICTE, UGC, and the University.
2. Banners discouraging ragging are displayed at the different locations in the college and hostels.
3. Anti Ragging Complaint box has been placed.
4. An Anti-Ragging Squad which is constituted with the staff and student members is on vigil throughout the day near the class rooms, buses, canteen and hostels.
5. As part of the orientation a counseling session is organized for the I Year students (Freshers) and their parents on the first day of academic session.
6. Surveillance cameras are arranged in the strategic locations.
7. Seminars are arranged to the senior students by the police department to make them aware about the consequences of ragging.
8. Undertaking forms are taken from the senior students and parents after explaining the consequences of ragging.
9. Separate class work timings are maintained for seniors and juniors to avoid their interaction.
10. Anti Ragging feedback is taken from the students to know about ragging.
11. Staff supervisors are arranged in all the buses to curb ragging.

### **Punishment for Ragging**

The legal definition of ragging is as follows : "Ragging" means the doing of any act which causes, or is likely to cause any physical, psychological or physiological harm of apprehension or shame or embarrassment to a student and includes

Teasing or abusing or playing Practical joke on or causing hurt to any student.

Asking any student to do any act, or perform any thing, which he/she would not , in the ordinary course, be willing to do or perform.



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Ragging is different from other crimes because the motive is solely to get perverse pleasure. Ragging is also different from other crimes as it is actively promoted by certain sections of the society.

Following types of abuses and activities will be termed as ragging :

1. Physical abuse - for example forcing to eat, drink or smoke, forcing to dress or undress.
2. Verbal abuse - for example swear words and phrases, direct or indirect derogatory references to the person's appearance, attire, religion, caste, family or chosen field of study.
3. Forced activity - for example Chores for seniors e.g. copying notes, cleaning rooms, etc.
4. Not being allowed to attend classes.
5. Staying awake late or getting up at unreasonable times.
6. Singing or dancing or performing in any other way.
7. Using foul language or shouting or cheering loudly.
8. Misbehaving with strangers, particularly women.

Depending upon the nature and gravity of the offence as established the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following :-

1. Cancellation of admission
2. Suspension from attending classes
3. Withholding/withdrawing scholarship/fellowship and other benefits
4. Debarring from appearing in any test/examination or other evaluation process
5. Withholding results
6. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
7. Suspension/expulsion from the hostel
8. Rustication from the institution for period ranging from 1 to 4 semesters
9. Expulsion from the institution and consequent debarring from admission to any other institution.
10. Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential ragers.

An appeal against the order of punishment by the Anti-Ragging Committee shall lie,

1. In case of an order of an institution, affiliated to or constituent part, of the University, to the Vice-Chancellor of the University;



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2. In case of an order of a University, to its Chancellor.
3. In case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.

The institutional authorities shall intimate the incidents of ragging occurred in their premises along with actions taken to the Council from time to time.

An awareness program on anti-ragging was conducted on 5.10.22. Mr. V. Uma Maheshwar rao, SDPO, Nandigama, addressed the students and spoke on ragging consequences.



✓  
Convener

Chairman

**PRINCIPAL**

Devineni Venkata Ramana & Dr Hima Sekhar  
MIC College of Technology  
Kanchikacherla, Krishna District



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IOC-OUT GOING

DEPARTMENT: OFFICE

ACADEMIC YEAR: 2018-19

OFF-F033

DATE:14-7-2018

**CIRCULAR**

Originator	Principal
Circulated to	CEO, All Dept.HOD's, Office, Accounts, Examcell, Library, T&P, PED, Hostels & Transport, ICC Coordinator

Sub: Constitution of Internal Complaint Committee in DVR & Dr. HS MIC College of Technology, Under Sexual harassment of women at workplace (Prevention, Prohibition & redressal) – for the Academic years 2018-2019 & 2019-2020 reg..

The Internal Complaints Committee Presiding Officer Dr. A. Anupama, Associate professor of BED department is hereby informed to form a committee with right members to observe complaints and to take necessary actions.

The Internal Complaint Committee/The Sexual Harassment Committee is constituted to put forward steps to prevent sexual harassment of any kind in the institution according to the norms of regulatory authorities.

**Members:** A Presiding Officer, Minimum four members from teaching & nonteaching staff, one legal expert and three students are appointed by the Principal. A minimum of 1/3 members shall be women.

**Term:** The term of the nominated members shall be of two years.

**Meetings:** Minimum two meetings per year.

**Functions:** The committee shall provide protection against sexual harassment of women at work place and for the prevention and redressal of complaints of sexual harassment and for the matters connected therewith or incidental thereto

Principal

— (Dr.Y.SudheerBabu) —

**PRINCIPAL**

Devineni Venkata Ramana & Dr. Hima Sekhar  
**MIC College of Technology**  
Kanchikacherla, Krishna District



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IOC-OUT GOING

DEPARTMENT: OFFICE

ACADEMIC YEAR: 2018-19

OFF-F033

DATE:02-08-2018

**CIRCULAR**

Originator	Principal
Circulated to	CEO, All Dept.HOD's, Office, Accounts, Examcell, Library, T&P, PED, Hostels & Transport, ICC Coordinator

**Subject:** Formation of Internal Complaint Committee in DVR&Dr.HS MIC College of Technology, Under Sexual harassment of women at workplace (Prevention, Prohibition & redressal) – for the Two Academic years 2018-2020 regarding

The following members have been appointed as the members of Internal Complaints Committee for the Academic years 2018-2020.

S. No	Name of the Member	Designation	Representation	Mobile number	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	9441825134	
2.	V.SriLakshmi	Assist. Prof, CSE	Member	9550538945	
3.	Y.Sruthi	Assist. Prof, ECE	Member	9705851424	
4.	Mr.A.NagaPavanKumar	Assist.Prof, Mech	Member	9949086696	
5.	S.SethuMadhavi	Warden Girls hostel	Member	7382616829	
6.	B.Rajani	Office Assistant	Member	8497972067	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	9989465050	
8.	Kinnera.Ch (16H71A0516)	Student	Member	9703285617	
9.	Chandana Ch (16H71A0461)	Student	Member	9949932049	
10.	Jagadish Babu V (16H71A0312)	Student	Member	9989856134	

Presiding officer

(Dr. A. Anupama)

Principal

(Dr. Y.SudheerBabu)

**PRINCIPAL**

Devineni Venkata Ramana & Dr. Hima Sekhar  
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## CIRCULAR

Dt: 06.09.2018

The following members of the Internal Complaints Committee are requested to attend the meeting on 12.09.2018 at 3:00 PM in Principal Administration cabin.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	
2.	V.SriLakshmi	Assist. Prof, CSE	Member	Female	
3.	Y.Sruthi	Assist. Prof, ECE	Member	Female	
4.	Mr.A.NagaPavanKumar	Assist.Prof, Mech	Member	Male	
5.	S.SethuMadhavi	Warden Girls hostel	Member	Female	
6.	B.Rajani	Office Assistant	Member	Female	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	
8.	Kinnera.Ch (16H71A0516)	Student	Member	Female	
9.	Chandana Ch (16H71A0461)	Student	Member	Female	
10	Jagadish Babu V (16H71A0312)	Student	Member	Male	

Presiding Officer



Devineni Venkata Ramana & Dr.Hima Sekhar  
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### Minutes of the meeting

Dt: 12.09.2018

The meeting of the Internal Complaints Committee was held on 12.09.2018 at 3:00 PM in Principal Administration Cabin. The following members were present.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	H.P.S
2.	Ms.V.SriLakshmi	Assist.Prof, CSE	Member	Female	V.S.Lakshmi
3.	Y.Sruthi	Assist. Prof, ECE	Member	Female	Sruthi
4.	Mr.A.NagaPavanKumar	Assist.Prof, Mech	Member	Male	A.NagaPavanKumar
5.	Mrs.S.SethuMadhavi	Warden Girls hostel	Member	Female	S.Madhavi
6.	Mrs B.Rajani	Office Assistant	Member	Female	B.Rajani
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	P.L.Rao
8.	Kinnera.Ch (16H71A0516)	Student	Member	Female	K
9.	Chandana Ch (16H71A0461)	Student	Member	Female	Chandana
10.	Jagadish Babu V (16H71A0312)	Student	Member	Male	Jagadish

**NO complaints** are received from the students of any branch, hence no further actions have been taken.

  
Presiding Officer



Devineni Venkata Ramana & Dr.Hima Sekhar  
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**CIRCULAR**

Dt: 02.03.2019

The following members of the Internal Complaints Committee are requested to attend the meeting on 05.03.2019 at 3:00 PM in Principal Administration cabin.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	
2.	Ms.V.SriLakshmi	Assist. Prof, CSE	Member	Female	
3.	Y.Sruthi	Assist. Prof, ECE	Member	Female	
4.	Mr.A.NagaPavanKumar	Assist.Prof.of Mech	Member	Male	
5.	Mrs.S.SethuMadhavi	Warden Girls hostel	Member	Female	
6.	Mrs B.Rajani	Office Assistant	Member	Female	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	
8.	Kinnera.Ch (16H71A0516)	Student	Member	Female	
9.	Chandana Ch (16H71A0461)	Student	Member	Female	
10.	Jagadish Babu V (16H71A0312)	Student	Member	Male	

Presiding Officer



Devineni Venkata Ramana & Dr.Hima Sekhar  
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### Minutes of the meeting

Dt: 05.03.2019

The meeting of the Internal Complaint Committee was held on 05.03.2019 at 3:00 PM in Principal Administration Cabin. The following members were present.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	
2.	Ms.V.SriLakshmi	Assist. Prof, CSE	Member	Female	
3.	Y.Sruthi	Assist. Prof, ECE	Member	Female	
4.	Mr.A.NagaPavanKumar	Assist.Prof.of Mech	Member	Male	
5.	Mrs.S.SethuMadhavi	Warden Girls hostel	Member	Female	
6.	Mrs B.Rajani	Office Assistant	Member	Female	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	
8.	Kinnera.Ch (16H71A0516)	Student	Member	Female	
9.	Chandana Ch (16H71A0461)	Student	Member	Female	
10.	Jagadish Babu V (16H71A0312)	Student	Member	Male	

**NO complaints** are received from the students of any branch; hence no further actions have been taken.

Presiding Officer



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IOC-OUT GOING

DEPARTMENT: OFFICE

ACADEMIC YEAR: 2018-19

OFF-F033

DATE:16-12-2018

**CIRCULAR**

Originator	Principal
Circulated to	CEO, All Dept.HOD's, Office, Accounts, Examcell, Library, T&P, PED, Hostels & Transport, ICC Coordinator

**Sub:** Awareness programme on "**Basic Behaviour Etiquette**" and guidelines to girl students reg...

The Internal Complaints Committee Presiding Officer Dr.A.Anupama, Associate professor of BED department is hereby informed to conduct an Awareness programme on "**Basic Behaviour Etiquette**" and guidelines to girl students

Principal

(Dr.Y.SudheerBabu)  
**PRINCIPAL**

Devineni Venkata Ramana & Dr. Hima Sekhar  
**MIC College of Technology**  
Kanchikacherla, Krishna District



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IOC-OUT GOING

DEPARTMENT: OFFICE

ACADEMIC YEAR:2018-19

OFF-F033

DATE:18-12-2018

**CIRCULAR**

Originator	Principal
Circulated to	CEO, All Dept.HOD's, Office, Accounts, Examcell, Library, T&P, PED, Hostels & Transport, ICC Coordinator, Members of ICC

**Subject:** Awareness programme on "**Basic Behaviour Etiquette**" and guidelines to women staff and girl students reg...

This is here by informed that there will be an Awareness programme on "**Basic Behaviour Etiquette**" and guidelines to women staff and girl students by Dr.B.Seshu Prof.of Physics, Basic engineering Dept. in CSE seminar hall on 20-12-2018 at 2:00 pm.

**Agenda of the meeting:**

- 1) What is the Behavioral etiquette for women & Girls in work place?
- 2) How to behave with co-students & staff?
- 3) What is the proper behavior of etiquette? etc...

Presiding officer

(Dr.A.Anupama)

Principal

(Dr.Y.SudheerBabu)  
**PRINCIPAL**

Devineni Venkata Ramana & Dr. Hima Sekhar  
**MIC College of Technology**  
Kanchikacherla, Krishna District



Devineni Venkata Ramana & Dr.Hima Sekhar  
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### Minutes of the meeting

Dt: 20-12-18

An Awareness programme was conducted on "**Basic Behaviour Etiquette**" and guidelines to women staff and girl students on 20-12-2018 at 2:00 pm by Dr.B.Seshu Prof.Physics ,BED department in CSE Seminar hall

Dr.B.Seshu has explained all girls students & Staff the basic behavior and Etiquette guidelines.

**Presiding Officer**

  
**(Dr.A.Anupama)**





Devineni Venkata Ramana & Dr.Hima Sekhar  
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## CIRCULAR

Dt: 07.09.2019

The following members of the Internal Complaints Committee are requested to attend the meeting on 12.09.2019 at 3:00 PM in Principal Administration cabin.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	
2.	Ms.V.SriLakshmi	Assist. Prof, CSE	Member	Female	
3.	Y.Sruthi	Assist. Prof, ECE	Member	Female	
4.	Mr.A.NagaPavanKumar	Assist.Prof.of Mech	Member	Male	
5.	Mrs.S.SethuMadhavi	Warden Girls hostel	Member	Female	
6.	Mrs B.Rajani	Office Assistant	Member	Female	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	
8.	Kinnera.Ch (16H71A0516)	Student	Member	Female	
9.	Chandana Ch (16H71A0461)	Student	Member	Female	
10.	Jagadish Babu V (16H71A0312)	Student	Member	Male	

Presiding Officer



Devineni Venkata Ramana & Dr.Hima Sekhar  
**MIC College of Technology**

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**Minutes of the meeting**

Dt: 12.09.2019

The meeting of the Internal Complaints Committee was held on 12.09.2019 at 3:00 PM in Principal Administration Cabin. The following members were present.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	
2.	Ms.V.SriLakshmi	Assist. Prof, CSE	Member	Female	
3.	Y.Sruthi	Assist. Prof, ECE	Member	Female	
4.	Mr.A.NagaPavanKumar	Assist.Prof.of Mech	Member	Male	
5.	Mrs.S.SethuMadhavi	Warden Girls hostel	Member	Female	
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8.	Kinnera.Ch (16H71A0516)	Student	Member	Female	
9.	Chandana Ch (16H71A0461)	Student	Member	Female	
10.	Jagadish Babu V (16H71A0312)	Student	Member	Male	

**NO complaints** are received from the students of any branch, hence no further actions have been taken.

Presiding Officer



Devineni Venkata Ramana & Dr.Hima Sekhar  
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DEPARTMENT: OFFICE

ACADEMIC YEAR: 2019-20

OFF-F033

DATE:25-06-2019

**CIRCULAR**

Originator	Principal
Circulated to	CEO, All Dept.HOD's, Office, Accounts, Examcell, Library, T&P, PED, Hostels & Transport, ICC Coordinator

**Sub:** Awareness programme on "**Eve-teasing, women harassment, Ragging and rape**" and guidelines to women staff and girl students reg...

The Internal Complaints Committee Presiding Officer Dr.A.Anupama, Associate professor of BED department is hereby informed to conduct an Awareness programme on "**Eve-teasing, women harassment, Ragging and rape**" and guidelines to women staff and girl students

Principal

(Dr.Y.SudheerBabu)

**PRINCIPAL**

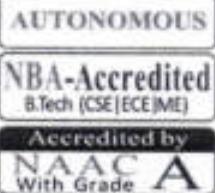
Devineni Venkata Ramana & Dr. Hima Sekhar  
**MIC College of Technology**  
Kanchikacherla, Krishna District



Devineni Venkata Ramana & Dr.Hima Sekhar  
**MIC College of Technology**

(Approved by AICTE & Permanently Affiliated to JNTUK, Kakinada)

Kanchikacherla - 521180, Krishna Dist, A.P, India.  
Phone : 08678 - 273535, 273623, Fax: 08678 - 273569  
e mail: dvrhsmic@mictech.ac.in, Website: www.mictech.ac.in



IOC-OUT GOING

DEPARTMENT: OFFICE

ACADEMIC YEAR:2019-20

OFF-F033

DATE:27-6-2019

**CIRCULAR**

Originator	Principal
Circulated to	CEO, All Dept.HOD's, Office, Accounts, Examcell, Library, T&P, PED, Hostels & Transport, ICC Coordinator, Members of ICC

**Subject:** Awareness programme on "**Eve-teasing, women harassment, Ragging**" and guidelines to women staff and girl students reg...

This is here by informed that there will be an Awareness programme on "**Eve-teasing, women harassment, Ragging**" and guidelines to women staff and girl students by Dr.A.JayaLakshmi Prof.&Head CSE Dept. in CSE seminar hall on 29-06-2019 at 2:00 pm.

**Agenda of the meeting:**

- 1) What is Eve teasing faced by Girls?
- 2) How do you take actions against Eve teasing & Ragging?
- 3) What is the women's harassment Act policy?
- 4) What is the women's Protection Act in India?

Presiding officer

  
(Dr.A.Anupama)



Principal

  
(Dr.Y.SudheerBabu)

**PRINCIPAL**

Devineni Venkata Ramana & Dr. Hima Sekhar  
**MIC College of Technology**  
Kanchikacherla, Krishna Distri.



Devineni Venkata Ramana & Dr.Hima Sekhar  
**MIC College of Technology**

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e mail: dvrhamic@mictech.ac.in, Website: www.mictech.ac.in

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B.Tech (CSE|ECE|ME)

Accredited by

**NAAC A**

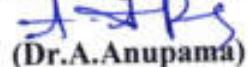
### Minutes of the meeting

Dt: 29-06-2019

An Awareness programme was conducted on "**Eve-teasing, women harassment, Ragging**" and guidelines to women staff and girl students on 29-06-2019 at 2:00 pm by Dr.A.JayaLakshmi Prof.&Head CSE Dept in CSE Seminar hall

Dr.A.JayaLakshmi has explained all girls students the Eve teasing faced by Girls ,the women's harassment Act policy in India.

**Presiding Officer**



(Dr.A.Anupama)





Devineni Venkata Ramana & Dr.Hima Sekhar  
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**NAAC A**  
With Grade A

## CIRCULAR

Dt: 15.04.2021

The following members of the Internal Complaint Committee are requested to attend the meeting on 20.04.2021 at 3:00 PM in Vice Principal Administration cabin.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	
2.	Mrs.BVN.Praveena	Assist. Prof, CSE	Member	Female	
3.	Mrs.S.T.Mrudula	Assist. Prof, ECE	Member	Female	
4.	Mr.K.RaviKanth	Assist.Prof.of EEE	Member	Male	
5.	Mrs.S.SethuMadhavi	Warden Girls hostel	Member	Female	
6.	Mrs P.LakshmiPrasanna	Incharge-Nonteaching	Member	Female	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	
8.	Ms.A.Amrutha 18H71A0502	Student	Member	Female	
9.	Ms.L.Supraja 18H71A04H2	Student	Member	Female	
10	Mr.B.Pavan Kumar 18H71A0118	Student	Member	Male	

Presiding Officer



Devineni Venkata Ramana & Dr.Hima Sekhar  
**MIC College of Technology**

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AUTONOMOUS

NBA-Accredited

B.Tech (CSE | ECE | ME)

Accredited by

NAAC **A**  
With Grade

### Minutes of the meeting

Dt: 20.04.2021

The meeting of the Internal Complaint Committee was held on 20.04.2021 at 3:00 PM in Vice Principal Administration Cabin. The following members were present.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	
2.	Mrs.BVN.Praveena	Assist. Prof, CSE	Member	Female	
3.	Mrs.S.T.Mrudula	Assist. Prof, ECE	Member	Female	
4.	Mr.K.RaviKanth	Assist.Prof.of EEE	Member	Male	
5.	Mrs.S.SethuMadhavi	Warden Girls hostel	Member	Female	
6.	Mrs P.LakshmiPrasanna	Incharge-Nonteaching	Member	Female	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	
8.	Ms.A.Amrutha 18H71A0502	Student	Member	Female	
9.	Ms.L.Supraja 18H71A04H2	Student	Member	Female	
10	Mr.B.Pavan Kumar 18H71A0118	Student	Member	Male	

**NO complaints** are received from the students of any branch, hence no further actions have been taken.

**Presiding Officer**



Devineni Venkata Ramana & Dr.Hima Sekhar  
**MIC College of Technology**

(Approved by AICTE & Permanently Affiliated to JNTUK, Kakinada)

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NAAC A

With Grade

**CIRCULAR**

Dt: 10.09.2021

The following members of the Internal Complaint Committee are requested to attend the meeting on 14.09.2021 at 3:00 PM. in Principal administrative office

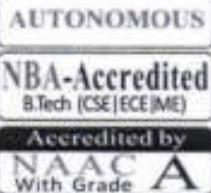
S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	
2.	Mrs.BVN.Praveena	Assist. Prof, CSE	Member	Female	
3.	Mrs.S.T.Mrudula	Assist. Prof, ECE	Member	Female	
4.	Mr.K.RaviKanth	Assist.Prof.of EEE	Member	Male	
5.	Mrs.S.SethuMadhavi	Warden Girls hostel	Member	Female	
6.	Mrs P.LakshmiPrasanna	Incharge-Nonteaching	Member	Female	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	
8.	Ms.A.Amrutha 18H71A0502	Student	Member	Female	
9.	Ms.L.Supraja 18H71A04H2	Student	Member	Female	
10.	Mr.B.Pavan Kumar 18H71A0118	Student	Member	Male	

Presiding Officer



Devineni Venkata Ramana & Dr.Hima Sekhar  
**MIC College of Technology**

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e mail: dvrlmic@mictech.ac.in, Website: www.mictech.ac.in



**Minutes of the meeting**

Dt: 14.09.2021

The meeting of the Internal Complaint Committee was held on 14.09.2021 at 3:00 PM in Principal administrative office. The following members were present.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	A.PS
2.	Mrs.BVN.Praveena	Assist. Prof, CSE	Member	Female	K
3.	Mrs.S.T.Mrudula	Assist. Prof, ECE	Member	Female	Mrudula
4.	Mr.K.RaviKanth	Assist.Prof.of EEE	Member	Male	Ravi
5.	Mrs.S.SethuMadhavi	Warden Girls hostel	Member	Female	S.Madhavi
6.	Mrs P.LakshmiPrasanna	Incharge-Nonteaching	Member	Female	P.L.Prasanna
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	P.L.Rao
8.	Ms.A.Amrutha 18H71A0502	Student	Member	Female	A
9.	Ms.L.Supraja 18H71A04H2	Student	Member	Female	Supraja
10.	Mr.B.Pavan Kumar 18H71A0118	Student	Member	Male	BPK

**NO complaints** are received from the students of any branch, hence no further actions have been taken.

  
**Presiding Officer**



Devineni Venkata Ramana & Dr.Hima Sekhar  
**MIC College of Technology**

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**CIRCULAR**

Dt: 20.04.2022

The following members of the Internal Complaint Committee are requested to attend the meeting on 24.04.2022 at 3:00 PM. in Principal administrative office

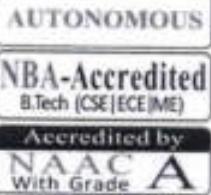
S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	A.P.S
2.	Mrs.BVN.Praveena	Assist. Prof, CSE	Member	Female	P
3.	Mrs.S.T.Mrudula	Assist. Prof, ECE	Member	Female	Mrudula
4.	Mr.K.RaviKanth	Assist.Prof.of EEE	Member	Male	Ravi
5.	Mrs.S.SethuMadhavi	Warden Girls hostel	Member	Female	S.Madhavi
6.	Mrs P.LakshmiPrasanna	Incharge-Nonteaching	Member	Female	P.L.Prasanna
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	P.L.Rao
8.	Ms.A.Amrutha 18H71A0502	Student	Member	Female	A
9.	Ms.L.Supraja 18H71A04H2	Student	Member	Female	Supraja
10.	Mr.B.Pavan Kumar 18H71A0118	Student	Member	Male	B.P.Kumar

  
Presiding Officer



Devineni Venkata Ramana & Dr.Hima Sekhar  
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Phone : 08678 - 273535, 273623, Fax: 08678 - 273569  
e-mail: dvrbhumi@mictech.ac.in, Website: www.mictech.ac.in



### Minutes of the meeting

Dt: 24.04.2022

The meeting of the Internal Complaint Committee was held on 24.04.2022 at 3:00 PM in Principal administrative office. The following members were present.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	
2.	Mrs.BVN.Praveena	Assist. Prof, CSE	Member	Female	
3.	Mrs.S.T.Mrudula	Assist. Prof, ECE	Member	Female	
4.	Mr.K.RaviKanth	Assist.Prof.of EEE	Member	Male	
5.	Mrs.S.SethuMadhavi	Warden Girls hostel	Member	Female	
6.	Mrs P.LakshmiPrasanna	Incharge-Nonteaching	Member	Female	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	
8.	Ms.A.Amrutha 18H71A0502	Student	Member	Female	
9.	Ms.L.Supraja 18H71A04H2	Student	Member	Female	
10.	Mr.B.Pavan Kumar 18H71A0118	Student	Member	Male	

**NO complaints** are received from the students of any branch, hence no further actions have been taken.

Presiding Officer



DVR & Dr. HS  
**MIC College of Technology**  
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Website : [www.mictech.edu.in](http://www.mictech.edu.in)

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**NAAC A**  
With Grade  
ISO 9001 : 2015 Certified

IOC-OUT GOING  
DEPARTMENT: OFFICE  
ACADEMIC YEAR: 2021-22

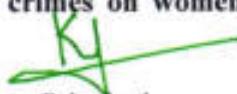
OFF-F033  
DATE:16-12-2021

**CIRCULAR**

Originator	Principal
Circulated to	CEO, All Dept.HOD's, Office, Accounts, Examcell, Library, T&P, PED, Hostels & Transport, ICC Coordinator

**Sub:** Explaining about **Cyber crimes on women** and guidelines to women staff and girl students reg...

The Internal Complaints Committee Presiding Officer Dr.A.Anupama, Associate professor of BED department is hereby informed to conduct a programme on **Cyber crimes on women** to all the women staff and girls.

  
Principal

(Dr.K.Srinivas)  
**PRINCIPAL**  
DVR & Dr. HS MIC College of Technology  
Kanchikacherla, NTR Dt.  
Andhra Pradesh, India - 521180



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**MIC College of Technology**  
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ISO 9001: 2015 Certified

IOC-OUT GOING

OFF-F033

DEPARTMENT: OFFICE

DATE:18-12-21

ACADEMIC YEAR: 2021-22

**CIRCULAR**

Originator	Principal
Circulated to	CEO, All Dept.HOD's, Office, Accounts, Examcell, Library, T&P, PED, Hostels & Transport, ICC Coordinator, ICC Members

**Subject:** Explaining about **Cyber crimes and safety guidelines** to women staff and girl students reg...

This is here by informed that there will be a session on "**Cyber crimes and safety guidelines**" to women staff and girl students by Dr.A.Anupama, Assoc.Prof.Mathematics & Coordinator ICC in the Auditorium on 20-12-21 at 2:00 pm.

**Agenda of the meeting:**

- 1) Meaning of Cyber crime
- 2) How women are exposed to various cyber crimes Like Sexortion, Pornography, cyber stalking etc.
- 3) Cyber safety tips to women and girls students
- 4) Legal provisions regarding Cybercrimes etc..

Principal

Presiding officer

(Dr.A.Anupama)

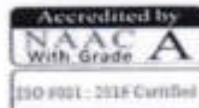
(Dr.K.Srinivas)

**PRINCIPAL**  
**DVR & Dr HS MIC College of Technology**  
**Kanchikacherla, NTR Dt.**  
**Andhra Pradesh, India - 521180**



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## CIRCULAR

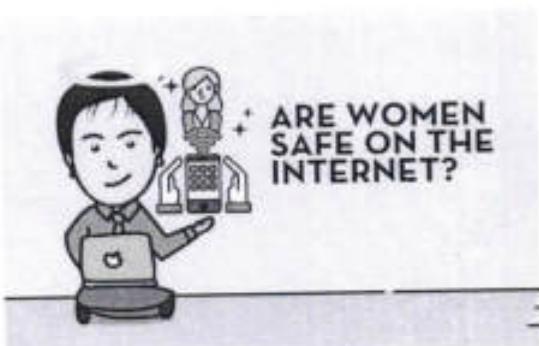
### Minutes of the meeting

Dt: 20-12-21

An Awareness Programme on “**Cyber crimes on Women and Children/Girls**” was conducted by me, Dr.A.Anupama, The Presiding Officer ICC on 20-12-21 at 2:00 pm in the Auditorium .

Explained about how women are exposed to various cyber crimes, Cyber safety tips, safety guidelines, Precautions and Legal provisions regarding Cybercrimes to women staff and girl students.

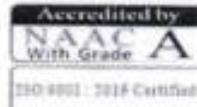
Presiding Officer  
  
(Dr.A.Anupama)





DVR & Dr. HS  
**MIC College of Technology**  
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Website : [www.mictech.edu.in](http://www.mictech.edu.in)



IOC-OUT GOING  
DEPARTMENT: OFFICE  
ACADEMIC YEAR: 2022-23

OFF-F033  
DATE:16-7-2022

**CIRCULAR**

Originator	Principal
Circulated to	CEO, All Dept.HOD's, Office, Accounts, Examcell, Library, T&P, PED, Hostels & Transport, ICC Coordinator

Sub: Reconstitution of Internal Complaint Committee for the Academic years 2022-2023 & 2023-2024 reg..

The Internal Complaints Committee Presiding Officer Dr.A.Anupama, Associate professor of BED department is hereby informed to reconstitute the ICC committee for the Academic years 2022-2023 & 2023-2024 with right members to observe complaints and to take necessary actions



Principal

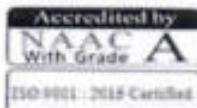
(Dr.K.Srinivas)

**PRINCIPAL**  
**DVR & Dr HS MIC College of Technology**  
**Kanchikacherla, NTR Dt.**  
**Andhra Pradesh, India - 521180**



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Website : [www.mictech.edu.in](http://www.mictech.edu.in)



IOC-OUT GOING

OFF-F033

DEPARTMENT: OFFICE

DATE:03-8-2022

ACADEMIC YEAR: 2022-23

## CIRCULAR

Originator	Principal
Circulated to	CEO, All Dept.HOD's, Office, Accounts, Examcell, Library, T&P, PED, Hostels & Transport, ICC Coordinator

**Subject:** Reconstitution of Internal Complaint Committee in DVR&Dr.HS MIC College of Technology, Under Sexual harassment of women at workplace (Prevention, Prohibition & redressal) for the academic years 2022-2024– regarding

The following members have been appointed as the members of Internal Complaints Committee for the Academic years 2022-2024

S. No	Name of the Member	Designation	Representation	Contact number	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	9441825134	
2.	G.Prathyusha	Assist. Prof, CSE	Member	9959141821	
3.	Mrs.T.SriDevi	Assist. Prof, ECE	Member	9014144746	
4.	Mr.K.Mahanthi	Assist.Prof, IT&AID	Member	9494496993	
5.	S.SethuMadhavi	Warden Girls hostel	Member	7382616829	
6.	B.Rajani	Office Assistant	Member	8497972067	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	9951861485	
8.	Mrs.M.Abhinaya (20H71A0507)	Student	Member	8686086052	
9.	Mrs.N.Sree Latha (20H71A0498)	Student	Member	9866493689	
10	Mr.Vivek G (20H71A1262)	Student	Member	9912448363	

Presiding officer

(Dr.A.Anupama)

Principal

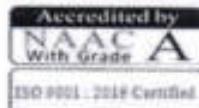
(Dr.K.Srinivas)

**PRINCIPAL**  
**DVR & Dr. HS MIC College of Technology**  
**Kanchikacherla, NTR Dt.**  
**Andhra Pradesh, India - 521180**



DVR & Dr. HS  
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Tel No : 08678-273535/9491457799/7382616824  
Website : [www.mictech.edu.in](http://www.mictech.edu.in)



## CIRCULAR

Dt: 07.09.2022

The following members of the Internal Complaints Committee are requested to attend the meeting on 13.09.2022 at 3:00 PM in Principal Administration cabin.

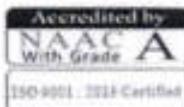
S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	
2.	G.Prathyusha	Assist. Prof, CSE	Member	Female	
3.	Mrs.T.SriDevi	Assist. Prof, ECE	Member	Female	
4.	Mr.K.Mahanthi	Assist.Prof, IT&AID	Member	Male	
5.	S.SethuMadhavi	Warden Girls hostel	Member	Female	
6.	B.Rajani	Office Assistant	Member	Female	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	
8.	Mrs.M.Abhinaya (20H71A0507)	Student	Member	Female	
9.	Mrs.N.Sree Latha (20H71A0498)	Student	Member	Female	
10	Mr.Vivek G (20H71A1262)	Student	Member	Male	

Presiding Officer



DVR & Dr. HS  
**MIC College of Technology**  
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Website : [www.mictech.edu.in](http://www.mictech.edu.in)



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**Minutes of the meeting**

Dt: 13.09.2022

The meeting of the Internal Complaints Committee was held on 13.09.2022 at 3:00 PM in Principal Administration Cabin. The following members were present.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	
2.	G.Prathyusha	Assist. Prof, CSE	Member	Female	
3.	Mrs.T.SriDevi	Assist. Prof, ECE	Member	Female	
4.	Mr.K.Mahanthi	Assist.Prof, IT&AID	Member	Male	
5.	S.SethuMadhavi	Warden Girls hostel	Member	Female	
6.	B.Rajani	Office Assistant	Member	Female	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	
8.	Mrs.M.Abhinaya (20H71A0507)	Student	Member	Female	
9.	Mrs.N.Sree Latha (20H71A0498)	Student	Member	Female	
10	Mr.Vivek G (20H71A1262)	Student	Member	Male	

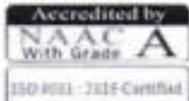
**NO complaints** are received from the students of any branch, hence no further actions have been taken.

Presiding Officer



DVR & Dr. HS  
**MIC College of Technology**  
**AUTONOMOUS**

(Approved by AICTE & Permanently Affiliated to JNTUK, Kakinada)  
Kanchikacherla-521180, NTR Dist, A.P. India.  
Tel.No : 08678-275535/9491457799/7382616824  
Website : [www.mictech.edu.in](http://www.mictech.edu.in)



## CIRCULAR

Dt: 02.03.2023

The following members of the Internal Complaints Committee are requested to attend the meeting on 06.03.2023 at 3:00 PM in Principal Administration cabin.

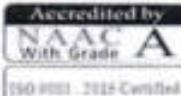
S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr. A.Anupama	Assoc.Prof, BED	Presiding Officer	Female	
2.	G.Prathyusha	Assist. Prof, CSE	Member	Female	
3.	Mrs.T.SriDevi	Assist. Prof, ECE	Member	Female	
4.	Mr.K.Mahanthi	Assist.Prof, IT&AID	Member	Male	
5.	S.SethuMadhavi	Warden Girls hostel	Member	Female	
6.	B.Rajani	Office Assistant	Member	Female	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	
8.	Mrs.M.Abhinaya (20H71A0507)	Student	Member	Female	
9.	Mrs.N.Sree Latha (20H71A0498)	Student	Member	Female	
10	Mr.Vivek G (20H71A1262)	Student	Member	Male	

Presiding Officer



DVR & Dr. HS  
**MIC College of Technology**  
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 Tel.No : 08678-273535/9491457799/7382616824  
 Website : [www.mictech.edu.in](http://www.mictech.edu.in)



**Minutes of the meeting**

Dt: 06.03.2023

The meeting of the Internal Complaint Committee was held on 06.03.2023 at 3:00 PM in Principal Administration Cabin. The following members were present.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr.A.Anupama	Assoc. Prof, BED	Presiding Officer	Female	
2.	G.Prathyusha	Assist. Prof, CSE	Member	Female	
3.	Mrs.T.SriDevi	Assist. Prof, ECE	Member	Female	
4.	Mr.K.Mahanthi	Assist.Prof, IT&AID	Member	Male	
5.	S.SethuMadhavi	Warden Girls hostel	Member	Female	
6.	B.Rajani	Office Assistant	Member	Female	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	
8.	Mrs.M.Abhinaya (20H71A0507)	Student	Member	Female	
9.	Mrs.N.Sree Latha (20H71A0498)	Student	Member	Female	
10	Mr.Vivek G (20H71A1262)	Student	Member	Male	

**NO complaints** are received from the students of any branch; hence no further actions have been taken.

Presiding Officer



DVR & Dr. HS  
**MIC College of Technology**  
**AUTONOMOUS**

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Website : [www.mictech.edu.in](http://www.mictech.edu.in)



## CIRCULAR

Dt: 08.08.2023

The following members of the Internal Complaints Committee are requested to attend the meeting on 14.08.2023 at 3:00 PM in Principal Administration cabin.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr.A.Anupama	Assoc. Prof, BED	Presiding Officer	Female	
2.	G.Prathyusha	Assist. Prof, CSE	Member	Female	
3.	Mrs.T.SriDevi	Assist. Prof, ECE	Member	Female	
4.	Mr.K.Mahanthi	Assist.Prof, IT&AID	Member	Male	
5.	S.SethuMadhavi	Warden Girls hostel	Member	Female	
6.	B.Rajani	Office Assistant	Member	Female	
7.	Mr.P.Lakshmi Narasimha Rao	Advocate	Member	Male	
8.	Mrs.M.Abhinaya (20H71A0507)	Student	Member	Female	
9.	Mrs.N.Sree Latha (20H71A0498)	Student	Member	Female	
10	Mr.Vivek G (20H71A1262)	Student	Member	Male	

Presiding Officer



DVR & Dr. HS  
**MIC College of Technology**  
**AUTONOMOUS**

(Approved by AICTE & Permanently Affiliated to JNTUK, Kakinada)  
Kanchikacherla-521180, NTR Dist, A.P, India.  
Tel.No : 08678-273535/9491457799/7382616824  
Website : [www.mictech.edu.in](http://www.mictech.edu.in)

Accredited by  
**NAAC A**

ISO 9001 : 2015 Certified

**Minutes of the meeting**

Dt: 14.08.2023

The meeting of the Internal Complaints Committee was held on 14.08.2023 at 3:00 PM in Principal Administration Cabin. The following members were present.

S. No	Name of the Member	Designation	Representation	Gender	Signature
1.	Dr.A.Anupama	Assoc. Prof, BED	Presiding Officer	Female	
2.	G.Prathyusha	Assist. Prof, CSE	Member	Female	
3.	Mrs.T.SriDevi	Assist. Prof, ECE	Member	Female	
4.	Mr.K.Mahanthi	Assist.Prof, IT&AID	Member	Male	
5.	S.SethuMadhavi	Warden Girls hostel	Member	Female	
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9.	Mrs.N.Sree Latha (20H71A0498)	Student	Member	Female	
10	Mr.Vivek G (20H71A1262)	Student	Member	Male	

**NO complaints** are received from the students of any branch, hence no further actions have been taken.

Presiding Officer



IOC-OUT GOING

DEPARTMENT: OFFICE

ACADEMIC YEAR: 2022-2023

OFF-F033

DATE:08-9-2022

### CIRCULAR

Originator	Principal
Circulated to	CEO, All Dept.HOD's, Office, Accounts, Examcell, Library, T&P, PED, Hostels & Transport, ICC Coordinator

**Sub:** Awareness programme on **Trafficking in Women and Girls** and guidelines to women staff and girl students reg...

The Internal Complaints Committee Presiding Officer Dr.A.Anupama, Associate professor of BED department is hereby informed to conduct an Awareness programme on "**Trafficking in Women and Girls**" and guidelines to women staff and girl students



Principal

(Dr.K.Srinivas)

**PRINCIPAL**  
**DVR & Dr. HS MIC College of Technology**  
Kanchikacherla, Krishna Dt.  
Andhra Pradesh, India – Pin: 521180.



Devineni Venkata Ramana & Dr.Hima Sekhar  
**MIC College of Technology**

(Approved by AICTE & Permanently Affiliated to JNTUK, Kakinada)

Kanchikacherla - 521180, Krishna Dist, A.P. India.  
Phone : 08678 - 273535, 273623, Fax: 08678 - 273569  
e mail: dvrhsmic@mictech.ac.in, Website: www.mictech.ac.in

AUTONOMOUS

NBA-Accredited  
B.Tech (CSE|ECE|ME)

Accredited by  
NAAC A  
With Grade A

IOC-OUT GOING  
DEPARTMENT: OFFICE  
ACADEMIC YEAR:2022-23

OFF-F033

DATE:10-9-2022

**CIRCULAR**

Originator	Principal
Circulated to	CEO, All Dept.HOD's, Office, Accounts, Examcell, Library, T&P, PED, Hostels & Transport, ICC Coordinator, Members of ICC

**Subject:** Awareness programme on "**Trafficking in Women and Girls**" and guidelines to women staff and girl students reg...

This is here by informed that there will be an Awareness programme on "**Trafficking in Women and Girls**" and guidelines to women staff and girl students by Mrs.K.JayaSri ,Asst.Prof. of English & Head ICE in Auditorium on 12-9-2022 at 2:00 pm.

**Agenda of the meeting:**

- 1) What is the meaning of trafficking of girls?
- 2) What happens when a woman/Girl is trafficked?
- 3) How to Protect ourselves from Trafficking etc...

Presiding officer

  
(Dr.A.Anupama)



Principal

(Dr.K.Srinivas)

PRINCIPAL  
DVR & Dr. HS MIC College of Technology  
Kanchikacherla, Krishna Dt.  
Andhra Pradesh, India – Pin: 521180.



Devineni Venkata Ramana & Dr.Hima Sekhar  
**MIC College of Technology**

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Phone : 08678 - 273535, 273623, Fax: 08678 - 273569

e-mail: dvrhsmic@mictech.ac.in, Website: www.mictech.ac.in

AUTONOMOUS

NBA-Accredited

B.Tech (CSE|ECE|ME)

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NAAC A  
With Grade A

### Minutes of the meeting

Dt: 12-9-22

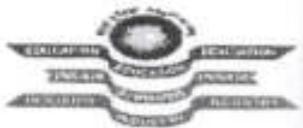
An Awareness programme was conducted on "**Trafficking in Women and Girls**" and guidelines to women staff and girl students on 12-9-2022 at 2:00 pm by Mrs.K.Jayasree Asst.Prof BED Dept.&Coordinator ICE in Auditorium

Mrs.K.Jayasree explained how women and girls are exposed to Trafficking and how to protect ourselves from Trafficking.

Presiding Officer

  
(Dr.A.Anupama)





### **REPORT ON Cyber Security Awareness Programme**

<b>Event Type</b>	: “Countering Cyber Attacks & Cyber Frauds on Women”
<b>Date / Duration</b>	: 04-02-2023 (10:30 A.M. – 12:30 P.M.)
<b>Resource person</b>	: <b>Dr. A.S.N. Chakravarthy</b> Professor of CSE & Special Officer SDC, WDC and DMC JNTUK, Kakinada.
<b>Name of Coordinators</b>	: <b>JNTUK-Directorate of Empowerment of Women &amp; Grievance</b> , in collaboration with JNTUK-Digital Monitoring Cell, JNTU Kakinada
<b>Target Audience</b>	: Mainly Women Faculty and Girl Students
<b>Total no of Participants</b>	: 110
<b>Objective of the event</b>	: “Creating awareness on cyber attacks and frauds on women”
<b>Outcome of event</b>	: Students are participated in an enthusiastic manner.

**Description / Report on Event :**

**JNTUK-Directorate of Empowerment of Women & Grievance**, in collaboration with JNTUK-Digital Monitoring Cell, JNTU Kakinada organized a **Cyber Security Awareness Programme** on “Countering Cyber Attacks & Cyber Frauds on Women” to the all B.Tech Second year girl students (110) and Women faculty on 04/02/2023 at 10:30am to 12:30pm.

#### **Topics Covered:**

##### **1. Challenges & threats in the Cyber World:**

- Risks of the internet, Types of Threats;
- Financial threats, Personal threats and Security Threats.

## **2. Cyber Crimes and Cyber Ethics:**

- Ransomware attacks, Identity
- theft/Impersonation, financial fraud, Cyber
- Extortion and steps to follow to maintain
- Cyber hygiene.

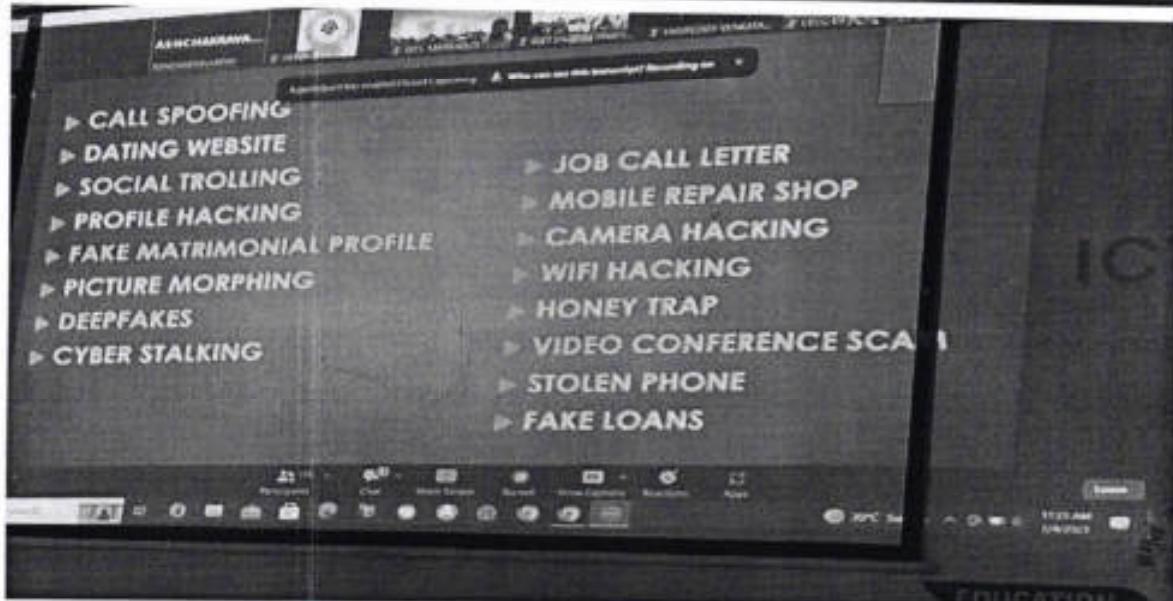
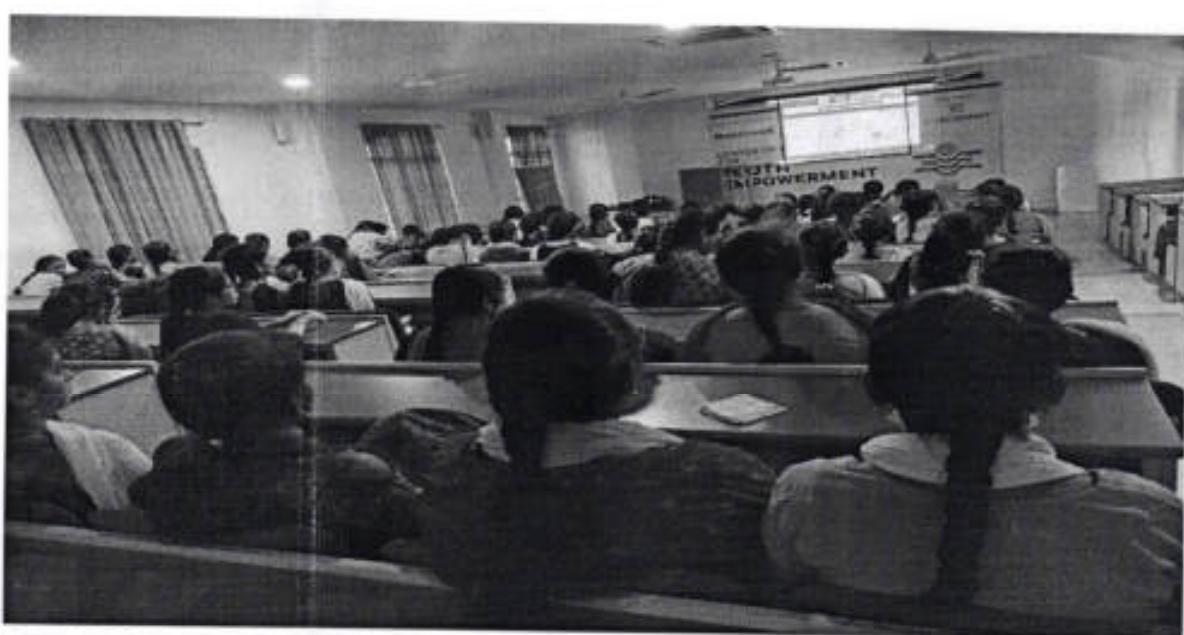
**3. Online Women Safety (OWS):** Steps to secure OWS, securing yourself online.

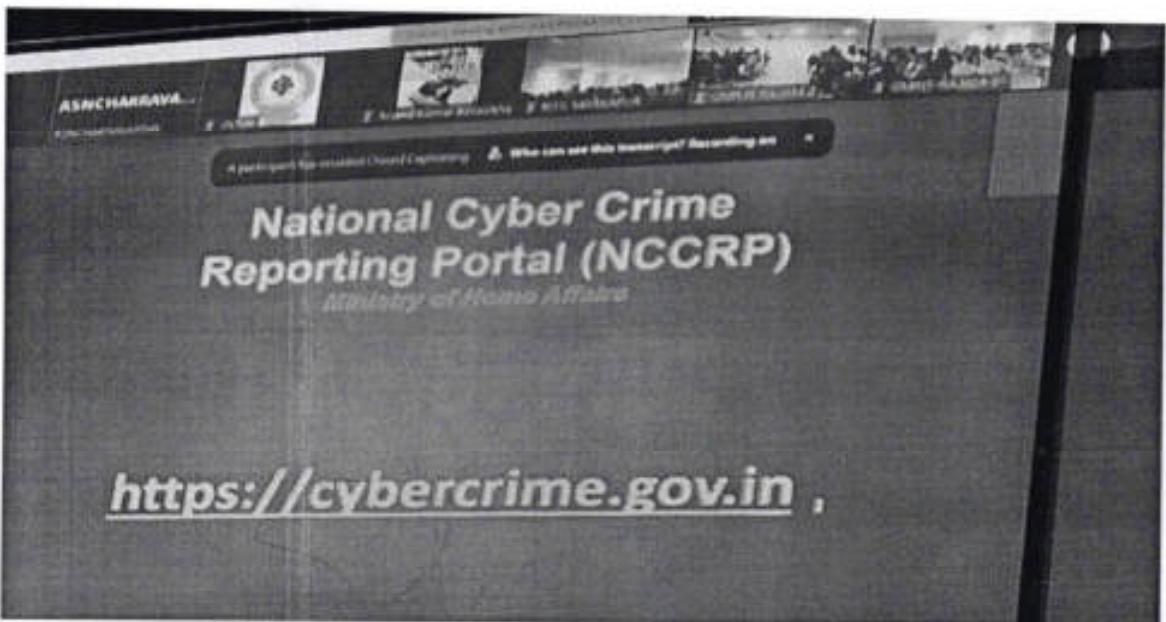
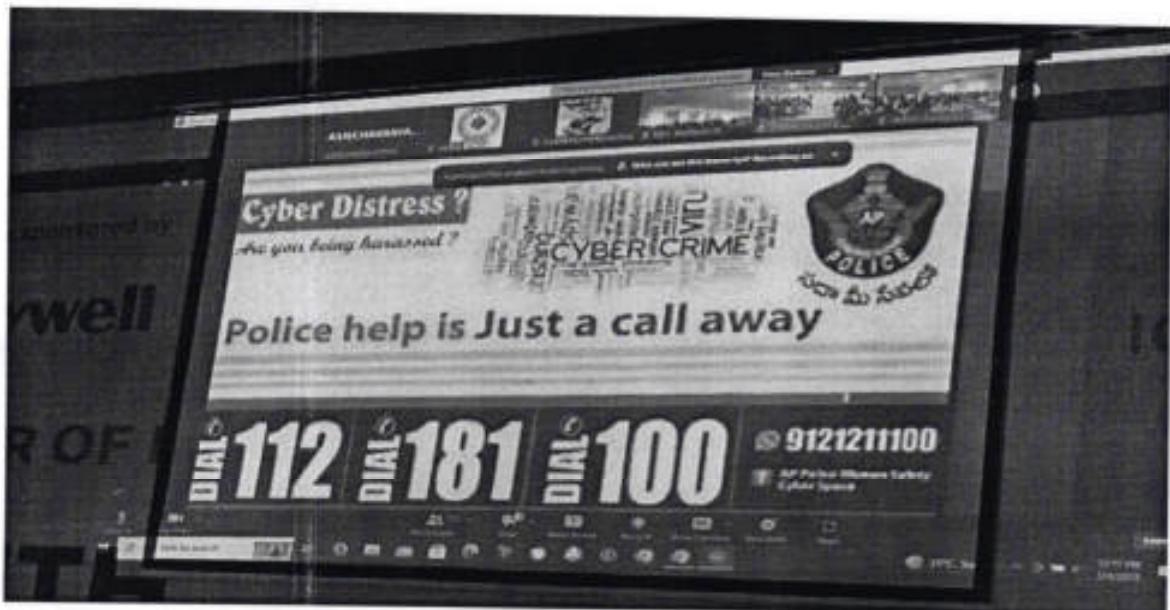
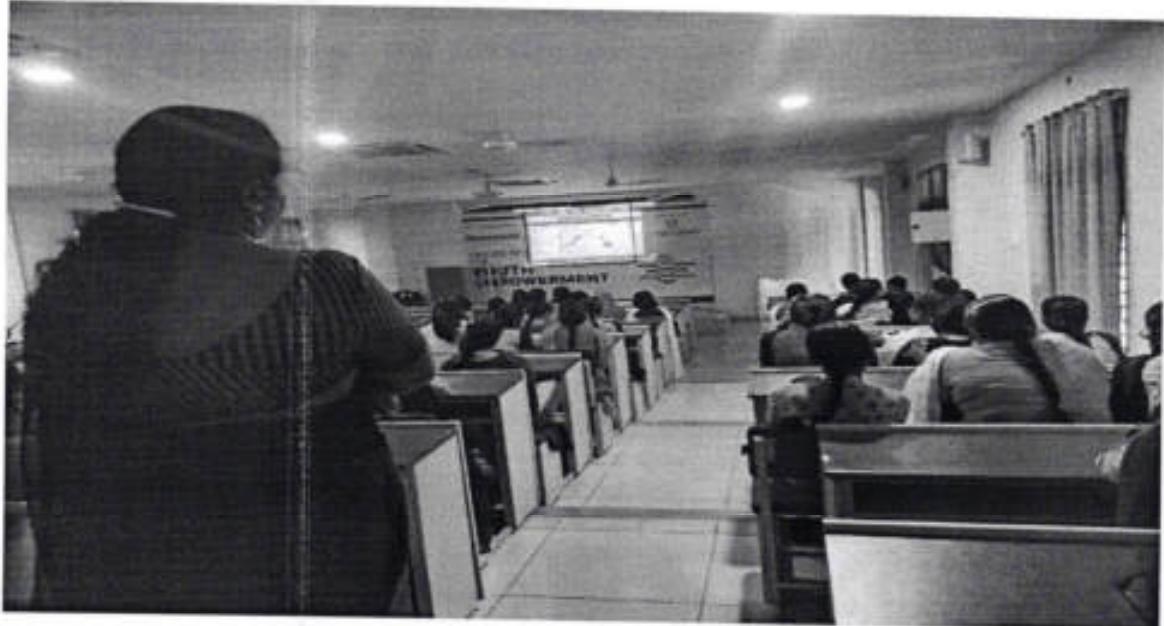
## **4. Preventive Measures and Reporting**

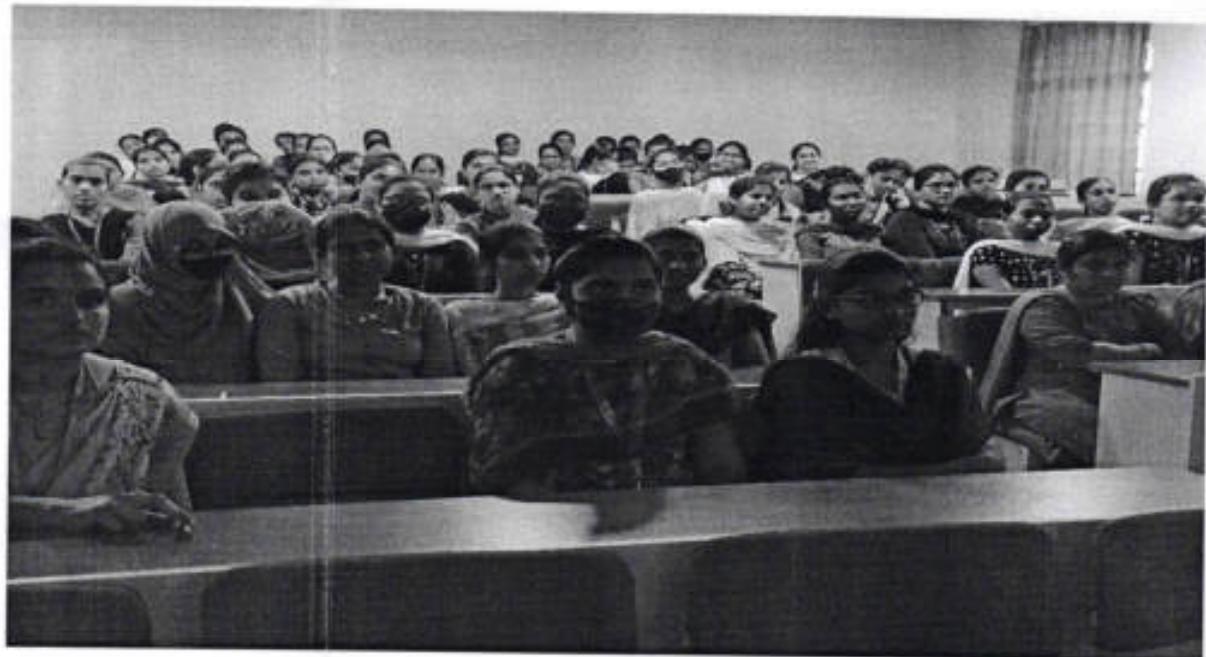
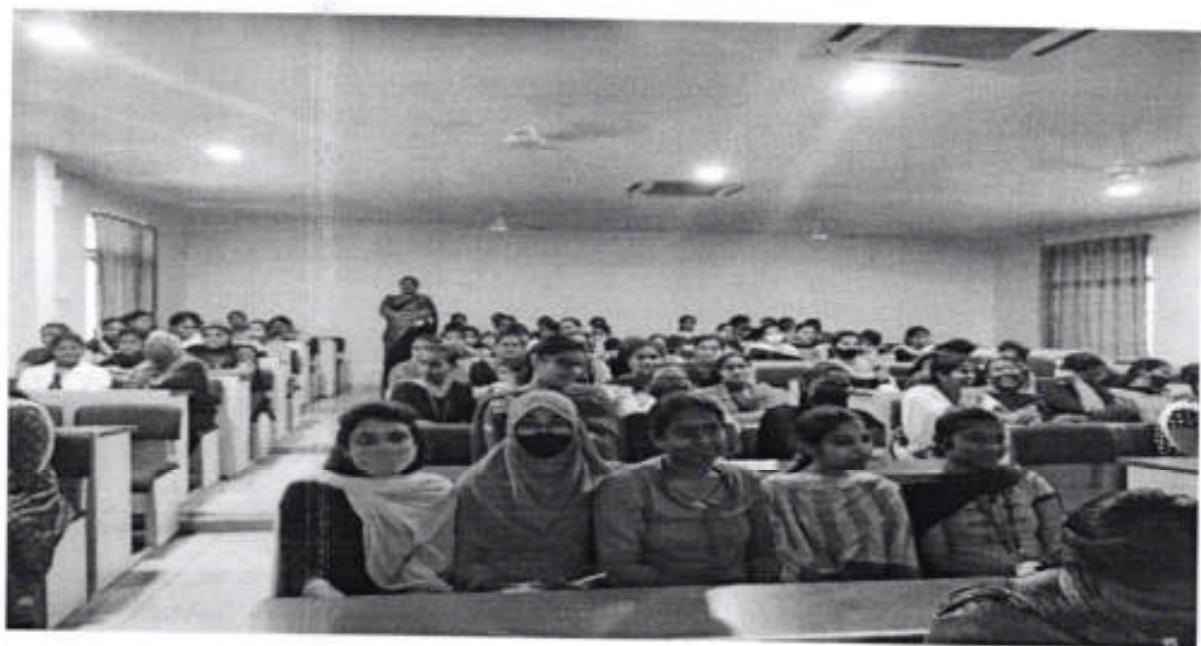
- Mechanisms: Steps to enhance protection against cyber evils and where to report them.

**Feedback / Suggestions** : Planned to organize every year.

**Few photographs of the event:**







Vijaya  
4/1/23

In-Charge Women Empowerment Cell

(R. Vijaya)

KJ  
Signature of Principal

(Dr. K. Srinivas)

PRINCIPAL

DVR & Dr HS MIC College of Technology  
Kanchikacherla, NTR Dt.  
Andhra Pradesh, India - 521180

6/03/2023  
Kanchikacherla

To

The Principal,  
DVR & Dr HS MIC College of Technology  
Kanchikacherla.

Respected Sir,

Subject: Request for permission to celebrate International Women's Day-reg.

I Vijaya.R an In-Charge Women Empowerment Cell of our college requesting you to seek your permission to celebrate International Women's Day on 7<sup>th</sup> March 2023 at 2Pm to 4pm. In this regard we are conducting Painting and Mehendi competitions for our girl students. I have invited Dr. Jaya Mohan , President South Central Railway WWO , Vijayawada division as chief guest. Hence I request you to sanction Rs. 5000/- (Five thousand rupees) to celebrate this event.

Thanking You Sir,

Yours Sincerely

Vijaya.R

Assoc. Professor

AI&IT Department

OK. Take advance  
KJ  
6/3/23.



## **Notice**

This is to notify all the students and Staff that Women Empowerment Cell of our college is going to celebrate "International Women's Day - 2023" on 7<sup>th</sup> March 2023 at 2PM in our college auditorium as the actual date - 8<sup>th</sup> March 2023 falls on an official holiday(Holi) this year. All the women staff and girl students are invited to attend the event.

There will be Painting competition and Mehendi competition for girl students in the morning session.

All of you wear Maroon color dress tomorrow.

Thank you.

In-Charge Women Empowerment Cell

(R.Vijaya)

### **Program Schedule**

9:30AM TO 11AM - MEHENDI COMPETITION

11:15AM TO 12:30PM – PAINTING COMPETITION

AFTERNOON 2PM – PROGRAM BEGINS

Inviting Chief Guest

Prayer Song -2:05PM

Welcome Speech by Principal Dr. K.Srinivas Sir 2:10pm

Speech by Director Sir 2:15pm

Speech by Women Empowerment Cell In charge 2:20PM

Speech by Women Empowerment Cell In charge 2:25PM

Speech by Girl Student 2:30PM

Chief Guest Profile Reading 2:35pm

Speech by Chief Guest 2:40 to 3:10pm

Group Dance by ECE Students 3:15 pm

Group Dance by CSE Students 3:20 pm

Group Dance by ECE Students 3:25 pm

Group Dance by CSE Students 3:30 pm

*Guest of Honor*



**REPORT ON INTERNATIONAL WOMEN'S DAY CELEBRATIONS**

<b>Event Type</b>	: "International Women's Day Celebrations"
<b>Date / Duration</b>	: 7/03/2023 (9:30AM to 4PM)
<b>Resource person</b>	: Dr. Jaya Mohan Psychologist
<b>Name of Coordinators</b>	: Mrs. R.Vijaya, Assoc professor, AI & IT Department
<b>Target Audience</b>	: Second, Third Btech and Diploma girl students, All Teaching and Non-Teaching women staff.
<b>Total no of Participants</b>	: 500
<b>Objective of the event</b>	: "Promoting gender equality and empowering woman"
<b>Outcome of event</b>	: Students are participated in an enthusiastic manner.
<b>Description / Report on Event</b>	:
Women Empowerment Cell of our college organized Mehendi and Painting competitions to the all registered girl students(56) of B.Tech and Diploma girls" on 07/03/2023 at 9:30am to 1pm. In the afternoon session International Women's Day was celebrated. Students of different branches are performed theme related cultural activities. Dr. Jaya Mohan Psychologist, President South central railway Vijayawada division Women Welfare Organization act as chief guest.	
<b>Feedback / Suggestions</b>	: Planned to organize every year.

**Winners of Painting Competition:**

SNo	Name of the Student	Branch	Prize
1	I.Sudhakhana	II AIDS	I
2	K.Ramya	III IT	II
3	K.Sailaja	DCSE Ist Year	III

**Winners of Painting Competition:**

SNo	Name of the Student	Branch	Prize
1	I.Lakshmi Priyanka	IV ECE	I
2	K.Sailaja	DCSE Ist Year	II
3	I.Sudhakhana	II AIDS	III

Expenditure

Banners - 1060

Shawl - 826

Mementos - 1090

Sweets - 390

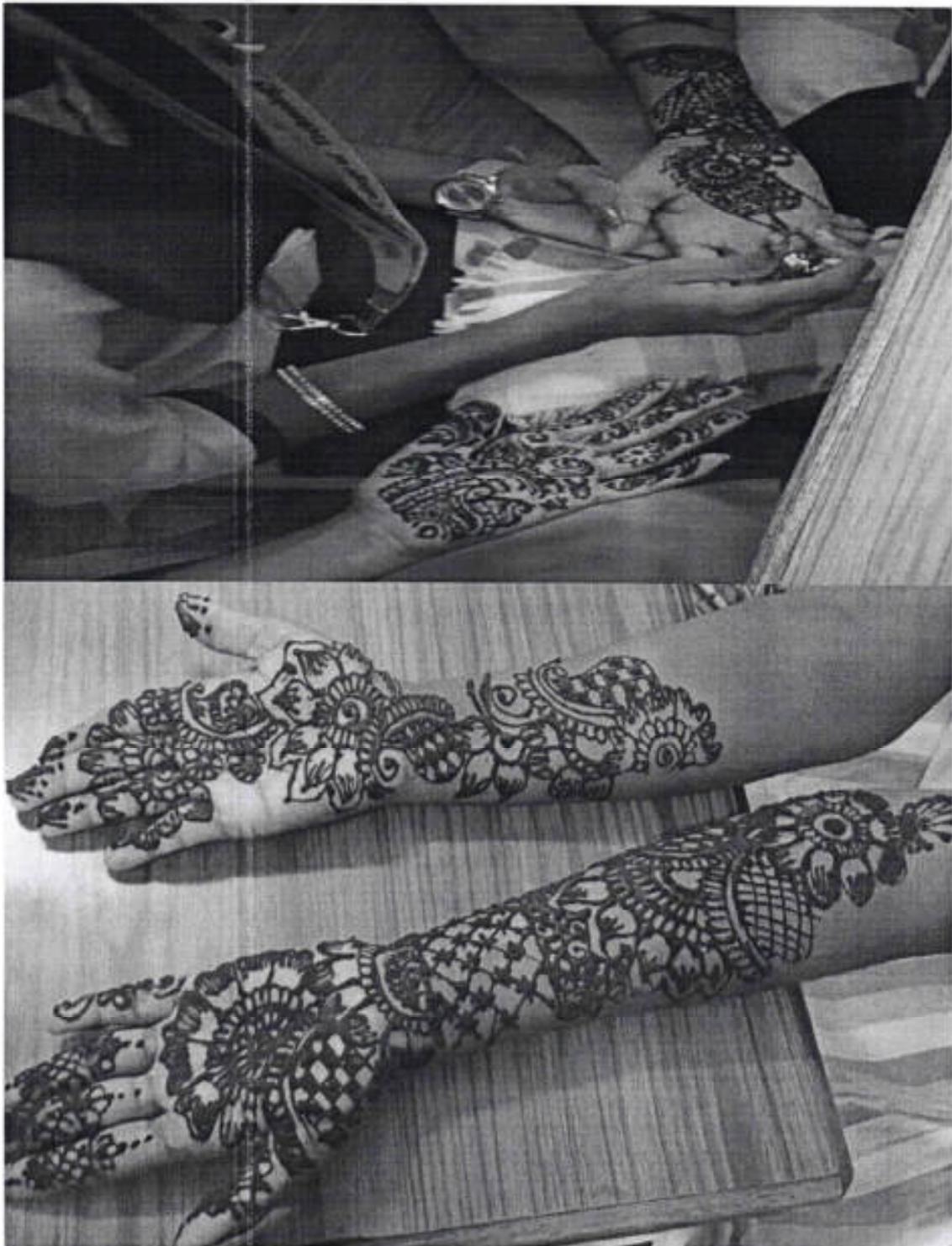
Auto charge - 200

Boquet - 200

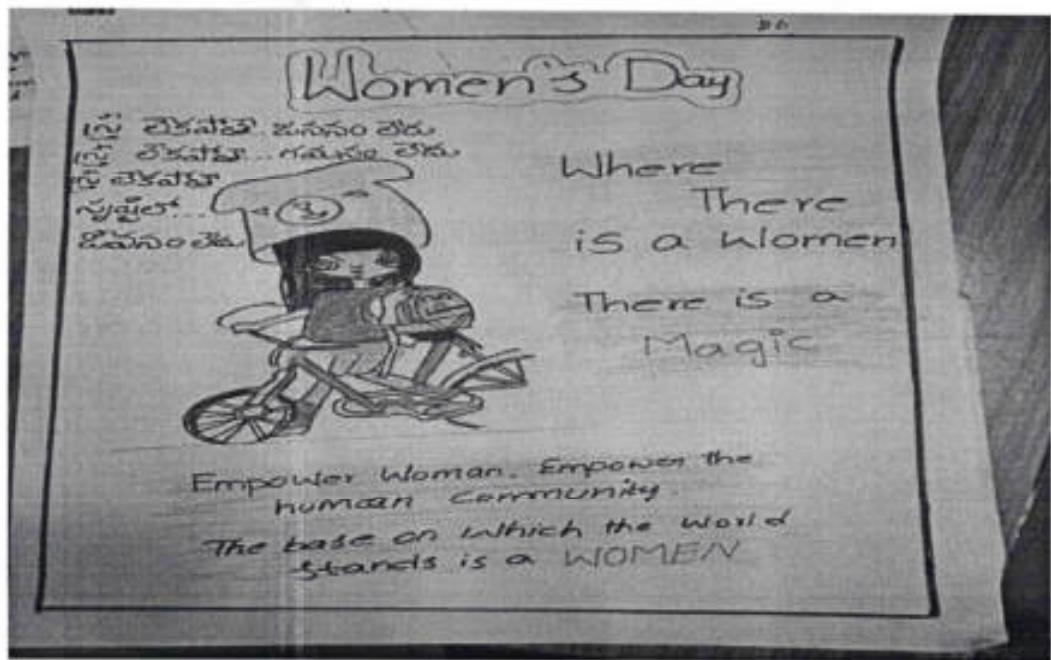
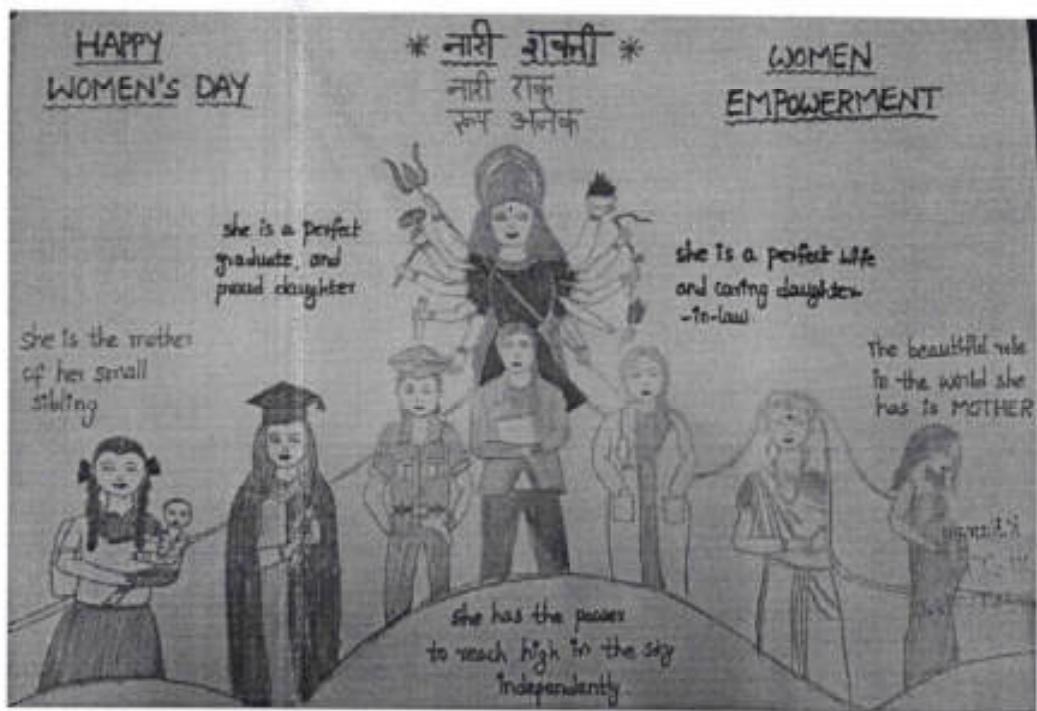
Rs 3766/-

Few photographs of Mehendi and Painting competitions on Women's Day Celebrations:







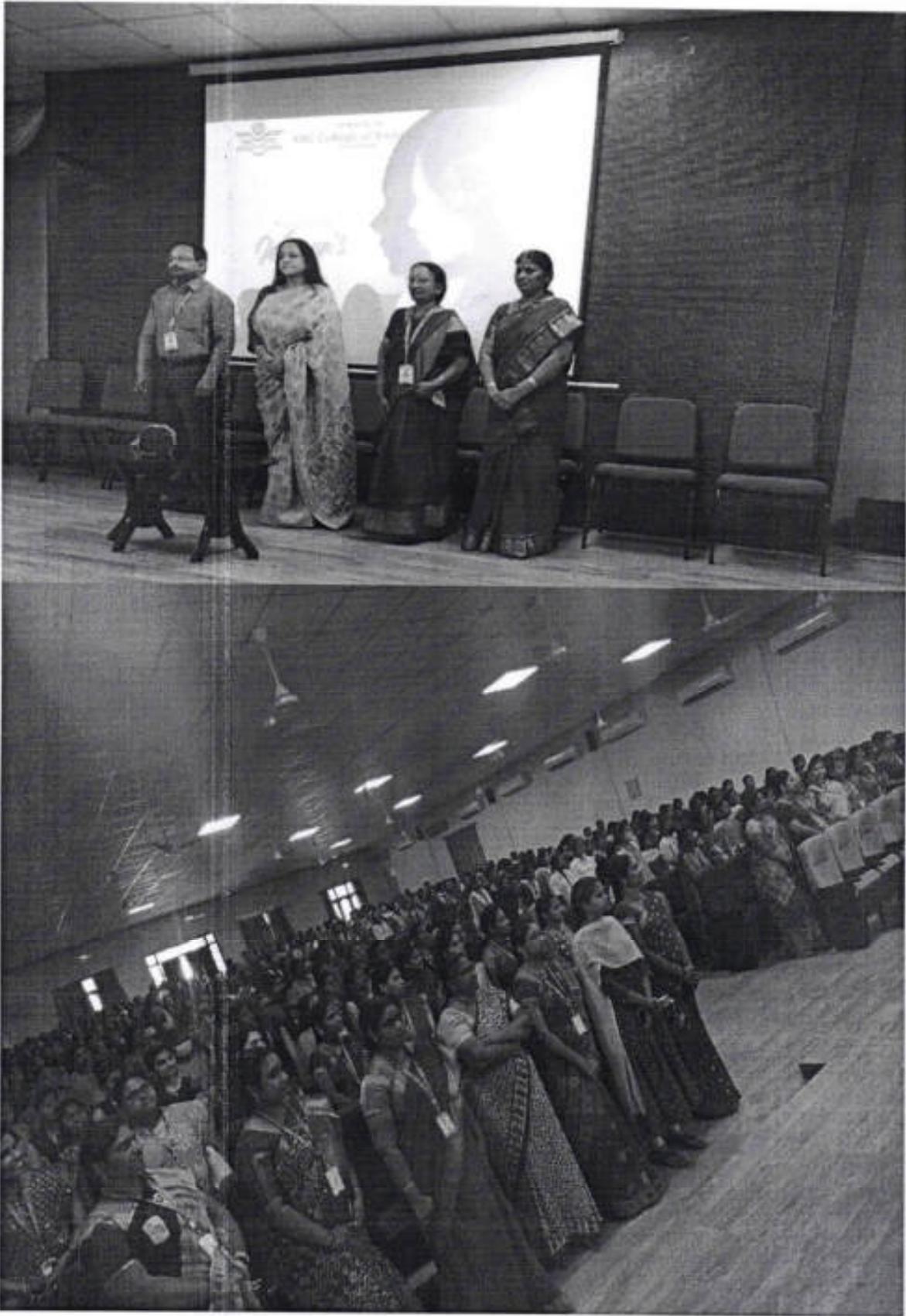


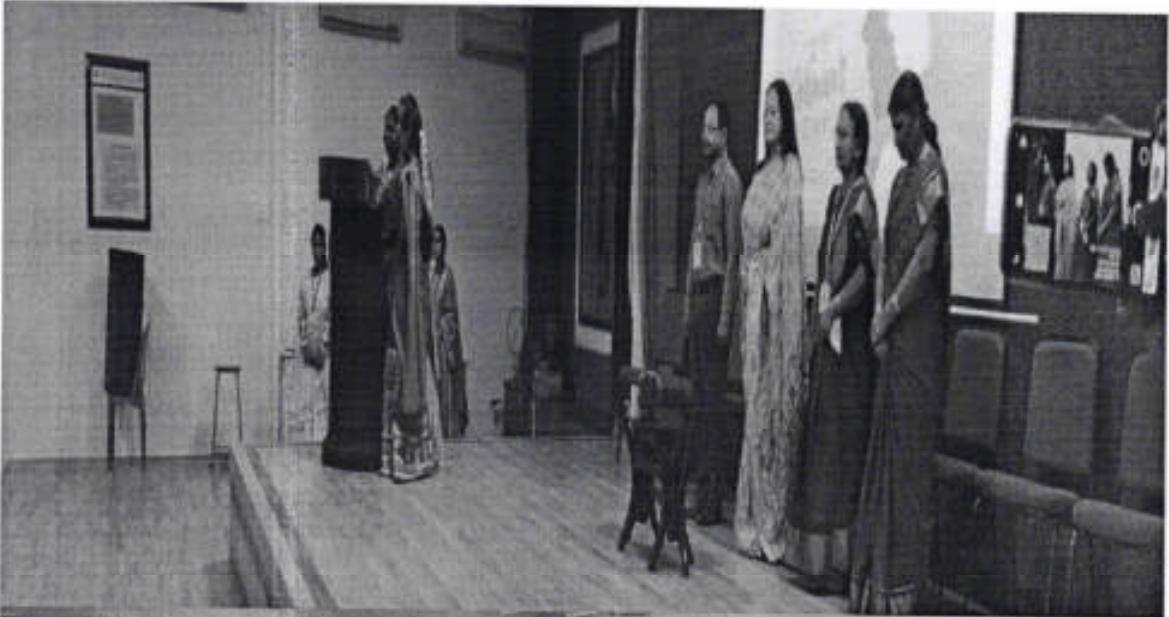


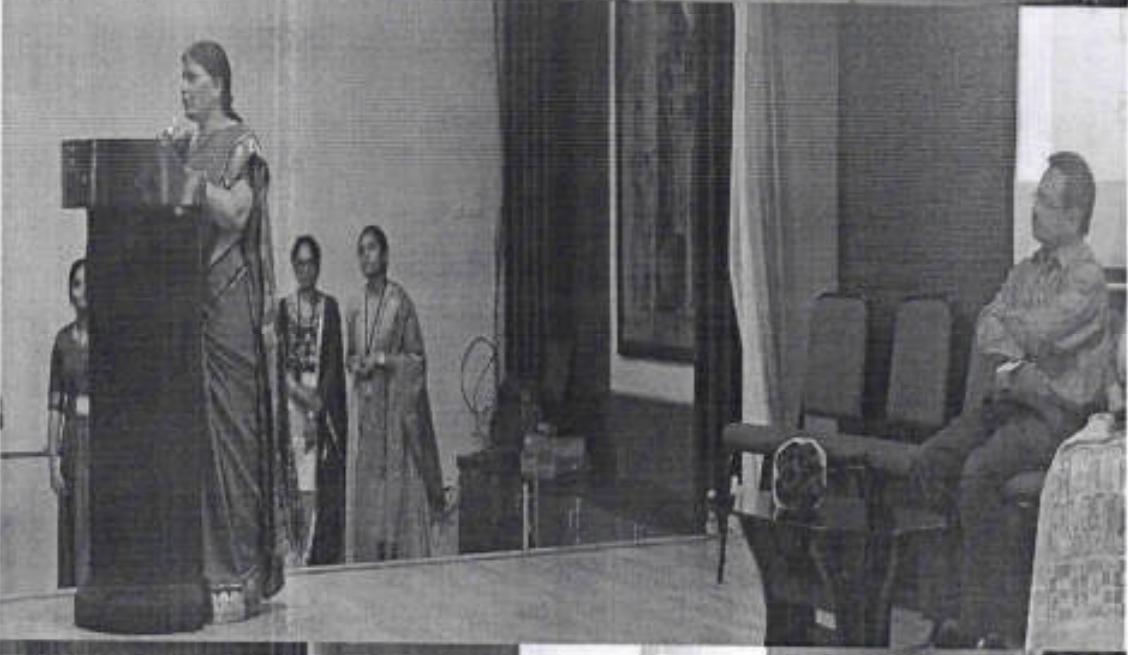














11/13/2013  
13/3/2013

In-Charge Women Empowerment Cell  
(R. Vijaya)

K  
Signature of Principal  
(Dr. K. Srinivas)

PRINCIPAL  
DMR & Dr HS MEC College of Technology  
Kanchikacherla, NTR Dt.  
Andhra Pradesh, India - 521180