

# NETAJI SUBHAS INSTITUTE OF TECHNOLOGY

(A Unit of Sitwanto Devi Mahila Kalyan Sansthan, Jamshedpur)

AMHARA, BIHTA, PATNA - 801106 (BIHAR)

(Approved by AICTE, New Delhi And Dept. of Science & Technology, Govt. of Bihar)

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Ref. NSIT/026/23

Date 22/07/23

## Circular

### Sub: Reconstruction of NSIT Internal Complaint Committee

The College Internal Complaint Committee is reconstituted with the following composition

Name of the Faculty	Designation	Position
Dr. Jyotirmayee Dalei	Dean Academics	Chairman
Dr. Shama Bano	Principal - BBA/BCA	Member
Mr. Ramakant Singh	Dean Administration	Member
Mrs. Asmita	Assistant Professor - CSE	Member
Mr. Sampurnanand	Assistant Professor - ME	Member
Mr. Ritesh Kumar	Assistant Professor - EEE	Member
Mr. Rajani Ranjan	Assistant Professor - ECE	Member
Mr. Mithlesh Kumar Jha	Assistant Professor - CE	Member
Mr. Avnish Raj	CSE - Semester V	Student Representative
Mr. Nitish Kumar Singh	CSE - Semester VII	Student Representative
Miss. Payal Kumari	CE - Semester VII	Student Representative
Miss. Priyati Kumari	CE - Semester VII	Student Representative

### Functions:

The main responsibilities of the Internal Complaint Committee is to implement the policy pertaining to the prevention of sexual harassment, addressing grievances from the affected parties, and suggesting necessary actions to be taken by the employer.

Director, NSIT

Director

Netaji Subhas Institute of Technology  
Amhara, Bihta, Patna, Bihar  
PIN-801106





# NETAJI SUBHAS INSTITUTE OF TECHNOLOGY

APPROVED BY AICTE, NEW DELHI AND DEPT OF SCIENCE & TECHNOLOGY, GOVT. OF BIHAR  
AFFILIATED TO BIHAR ENGINEERING UNIVERSITY, PATNA  
AMHARA, BIHTA, PATNA-801106

## Minutes of the Meeting

Date: 16/08/2023

Venue: Director's Office

The 1<sup>st</sup> Meeting of Internal Complaint Committee for the Academic year 2022-2023 was held on 16<sup>th</sup> August 2023 at 01:30 PM in the Director's office. Initially the convener greeted and welcomed all committee members by a brief speech on the agenda followed by detailed discussions:

The following points were discussed and all the members decided to:

- 1) The committee observed that even though no female complaints of sexual harassment had been received, it was still important to be vigilant in order to prevent incidents of this kind from happening on college campuses.
- 2) An action plan was implemented pertaining to the safety of the female students in and around the campus.
- 3) Necessary actions to be implemented regarding the awareness through interaction with the students in class and proper procedures regarding the lodging of complaints related to the sexual harassments.

The meeting was ended with vote of thanks to all the committee members.





**Signature of the committee members present in the meeting**

Name of the Faculty	Designation	Position	Signature
Dr. Jyotirmayee Dalei	Dean Academics	Chairman	<i>J Dalei</i>
Dr. Shama Bano	Principal BBA/BCA	Member	<i>Shama</i>
Mr. Ramakant Singh	Dean Administration	Member	<i>Ram Singh</i>
Mrs. Asmita	Assistant Professor - CSE	Member	<i>Asmita</i>
Mr. Sampurnanand	Assistant Professor - ME	Member	<i>Sampurnanand</i>
Mr. Ritesh Kumar	Assistant Professor - EEE	Member	<i>Ritesh</i>
Mr. Rajani Ranjan	Assistant Professor - ECE	Member	<i>Rajani</i>
Mr. Mithlesh Kumar Jha	Assistant Professor - CE	Member	<i>Mithlesh</i>
Mr. Avnish Raj	CSE – Semester V	Student Representative	<i>Avnish</i>
Mr. Nitish Kumar Singh	CSE – Semester VII	Student Representative	<i>Nitish</i>
Miss. Payal Kumari	CE – Semester VII	Student Representative	<i>Payal Kumari</i>
Miss. Priyati Kumari	CE – Semester VII	Student Representative	<i>Priyati</i>

- *No complaints regarding sexual harassment were reported. The meeting was concluded.*

Director/Convener  
**Director**  
 Netaji Subhas Institute of Technology  
 Amhara, Bihta, Patna, Bihar  
 PIN-801106

*J Dalei*  
 Dean Academics  
**Dean (Academics)**  
 Netaji Subhas Institute of Technology  
 Amhara, Bihta, Patna

