



(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
Chittoor Main Road, Vellore - 632 059.

PREVENTION OF SEXUAL HARASSMENT (POSH) CELL

The following member have been constituted in the Prevention of Sexual Harassment Cell

S.No	Name of the Members	Designation	Role
1	Dr.E.Veronica	ASP/MBA	Co-ordinator
2	Mrs.N.Vanitha	AP/ECE	Member
3	Mrs.N.Yashema	AP/CSE	Member
4	Mrs.V.Manimala	AP/CSE	Member
5	Mrs.S.Nivethitha	AP/MBA	Member
6	Ms.N.Anitha	AP/S&H	Member

Functions

The committee is empowered to look into matters of harassment, which includes the following functions:

- A student with a grievance may approach the committee members and file a written complaint in person or via email.
- The cases will be attended to promptly upon receipt of written grievances from the students.
- The committee will review all cases and act as per the rules.
- The committee will prepare and maintain a record of all the complaints and actions taken.

Roles & Responsibilities:

- implementation of the Anti-Sexual Harassment Policy at the workplace
- Submit an Annual Report (Including details like the number of case files at their disposal, etc.)
- Bring about awareness about what comprises 'sexual harassment' at the workplace by way of workshops, posters, documents, notices, seminars, etc.
- Provide the victims with a safe and accessible mechanism of complaint
- Stick to the principles of natural justice at all stages of the proceedings
- Submit the inquiry report along with recommendations
- Maintain confidentiality regarding the proceedings taking place before the Committee