



## Koneru Lakshmaiah Education Foundation

(Category -1, Deemed to be University estd. u/s. 3 of the UGC Act, 1956)

❖ Approved by AICTE ❖ ISO 21001:2018 Certified

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Date:18.06.2025

### ANNUAL REPORT OF ICC FOR THE ACADEMIC YEAR 2024-2025

According to the policy, meetings are held FOUR times an year. However, if any complaints are received in the interim period, an immediate meeting will be convened with the committee members.

**i. The following are the dates of Internal Complaints Committee meetings held on**

S. No.	Date (s) of the Meeting
1	11.09.2024
2	06.11.2024
3	29.03.2025
4	15.04.2025

**ii. Summary of Minutes of Meetings**

- In case of an emergency, the 24/7 Women Helpline can be contacted, or any member of the ICC committee may also be reached for assistance.
- A panel of external experts, including legal advisors and counsellors, has been identified to support ICC activities such as training and case guidance. Regular coordination and engagement with these experts have been initiated to strengthen the committee's functioning.
- Existing Complaint Re-addressal Timeline is adequate.
- A systematic record of all disciplinary actions for accountability and transparency is being well-maintained.
- HODs are instructed to actively communicate and share relevant information regarding awareness programs and complaint handling.
- Posters and digital content were developed and displayed across campus, providing clear information on ICC policies, reporting procedures, and helpline details. Regular updates and monitoring have been initiated to ensure effective outreach and visibility.
- The committee reviewed the role of Gender Champions in advancing gender sensitization and supporting ICC activities on campus, highlighting their function as peer educators who spread awareness about policies and reporting procedures.
- The committee discussed the importance of maintaining accurate and confidential records of all complaints, proceedings, and outcomes. It emphasized that proper documentation is essential for transparency, compliance, and future reference.

iii. The details of Complaints raised during this academic year as shown below.

Complaints Raised	Complaints Resolved	Grievances Yet to be Resolved
0	Nil as there are no Complaints raised during this academic Year.	0

iv. The following awareness programs are conducted to provide awareness on Gender sensitization, Women rights, POSH Act etc.,

S. No.	Date of the Program	Name of the Program
1	25/07/2024	Seminar on Right to Legal Aid and the Women Empowerment
2	27/07/2024	Self- Defense Awareness and Practice Programs
3	27/07/2024	Seminar on Women Rights
4	13/08/2024	Workshop on “Safety, Security and threat awareness”
5	22/08/2024	Training for Mothers’ and school children on Girl Child Safety
6	19-08-2024	GS-POSH Activity (GS -POSH Awareness program)
7	27-08-2024	Seminar on Protection of Women form Domestic Violence
8	26-08-2024	Women Equality Day
9	03-10-2024	Women’s empowerment –principles in Practice
10	05-10-2024	Seminar on Women Empowerment
11	10-11-2024	Seminar on Apps that ensure Women Safety
12	13-11-2024	Gender Sensitization -Awareness Program
13	11-11-2024	Awareness Program on Gender issues, Human trafficking problems and confidence building
14	02-12-2024	GS-POSH Activity (GS -POSH Awareness program)
15	17/2/2025	Awareness program on “Legal rights for women”
16	13/2/2025	Seminar on Gender Justice at Workplace
17	15/3/2025	GS-POSH Activity (GS -POSH Awareness program)
18	5/02/2025	National Seminar on Women Safety Measures
19	10/02/2025	Legal Awareness camp on women legal rights
20	04/04/2025	Gender Sensitization -Awareness Program
21	04/04/2025	Gender Sensitization -Awareness Program
22	26/04/2025	GS-POSH Activity (GS -POSH Awareness program)
23	16/05/2025	Self- Defense Tools – Preparation and Practice Programs

As a result of a rigorous vigilance system and awareness programs, there are no complaints reported during this academic year 2024-2025



**REGISTRAR**

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Green Fields, VADESARAM-522 302.  
Guntur District, Andhra Pradesh.**