



LNCT/ICC/2025/ |

Date: 10/01/2025

FORMATION OF INTERNAL COMPLAINT COMMITTEE (ICC)

LAKSHMI NARAIN COLLEGE OF TECHNOLOGY, BHOPAL is committed to provide safe academic and working environment to all girl students and its women employees.

As per AICTE Guidelines on Gender Sensitization, Prevention, and Prohibition of Sexual Harassment in Technical Institutions, 2016), an Internal Complaint Committee (ICC) and a special cell is operational in the College.

This committee provides a platform to express their grievances freely without any fear of being victimized. The women employees/ students can raise their grievances through SMS/Call/Email/Letter/ Website. This committee takes the responsibility for ensuring the prohibition and redressal of any kind of women grievances in the institute.

Functions:

The functions of the Internal Complaint Committee (ICC) are as follows:

1. To honor the act and maintain a safe working environment for female employees and female students.
2. To constitute and maintain a cell to deal with the issue of gender-based violence to conduct gender sensitization program.
3. To develop a policy against sexual harassment of women at the Institute.
4. To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
5. To promote gender equality and women empowerment in the College.
6. To uphold the commitment of the Institute to provide an environment free of gender-based discrimination.
7. To create a secure physical and social environment to deter any act of sexual harassment.
8. To promote a social and psychological environment to raise awareness on sexual harassment in its various forms.
9. To conduct periodical programs on women empowerment and awareness.



Role & Responsibilities:

1. Prevent discrimination and sexual harassment, by promoting gender amity among students and employees.
2. Make recommendations to the management for changes/elaborations in the Rules for students.
3. Deal with cases of discrimination and sexual harassment against women, aiming at ensuring support services to the victimized and termination of the harassment;

Recommend appropriate punitive action against the guilty party to the Management.

The following behaviors are not accepted:

- a) Physical contact and advances;
 - b) Demand or request for sexual favors;
 - c) Sexually colored remarks;
 - d) Showing pornography;
4. The following is also sexual harassment and is covered by the committee:
- Eve-teasing
 - Unsavory remarks,
 - Jokes causing or likely to cause awkwardness or embarrassment,
 - Innuendos and taunts,
 - Gender based insults or sexist remarks,
 - Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like,
 - Touching or brushing against any part of the body and the like,
 - Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings,
 - Forcible physical touch or molestation and
 - Physical confinement against one's will and any other act likely to violate one's privacy.
 - The Committee shall meet as often as may be needed and appropriate.



LAKSHMI NARAIN COLLEGE OF TECHNOLOGY, BHOPAL (M.P.)

Raisen Road, Kalchuri Nagar, Bhopal, Madhya Pradesh- 462022

The Internal Complaint Committee (ICC) consists of the following members:

S. No	Name of Department	Designation	Department	Mobile No	Mail Id
1	Prof. Monika Kapoor	Presiding Officer	Electronics & Communication Engineering	9893656454	monikak@lnct.ac.in
2	Dr. Manju Khare	Member (Faculty)	Electrical & Electronic Engineering	8349153354	manjuk@lnct.ac.in
3	Dr. Prashant Pandey	Member (Faculty)	Chemistry	9926509108	prashantp@lnct.ac.in
4	Mrs. Rekha Nigam	Member (Social Rep.)	External Member	8989541400	rekhanigam110@gmail.com
5	Mrs. Meenu Gupta	Non-Teaching Staff	Administration	9009300766	meenu.lnct@gmail.com
6	Mrs. Sonali Soni	Non-Teaching Staff	Computer Science Engineering	8982304884	sonalis@lnct.ac.in
7	Jaya Lodhi	Member (Student)	AIDS	9589607631	Jayalodhi096@gmail.com
8	Drashti Nigam	Member (Student)	EC	9425607899	drashtinigam110@gmail.com
9	Deepshikha Verma	Member (Student)	EC	8103250147	deepshikha83199@gmail.com

Principal (LNCT)

Principal

Lakshmi Narain College of Technology
BHO PAL

Copy to:

1. Office of the Chairman/Vice Chairperson/Secretary
2. Director Administration
3. Director T&P / Incubation/ R&D
4. Dean Student Welfare (DSW)
5. HODs (All Departments)
6. All Concerned Member
7. Head, IT Infra
8. Registrar

LAKSHMI NARAIN COLLEGE OF TECHNOLOGY, BHOPAL, M.P

LNCT/ICC/2025/02

Date: 08/01/2025

To,

The Members of ICC

LNCT Bhopal,

Dear Sir/Madam,

SUBJECT: NOTICE AND AGENDRA FOR ICC MEETINGS.

1. The Internal Complaint Committee (ICC) meeting is being conducted on 18/01/2025 (Saturday) at 03.30 PM in the Seminar hall of EC Department.
2. The Agenda for the meeting is appended below:
 - Introduction of ICC members in 2025,
 - Objectives of ICC
 - Function of ICC
 - General Discussion.
3. You are kindly requested to be present as it will help us to discuss the issues and necessary actions to be taken.

Looking forward to your presence in the meeting.



Yours sincerely

(Prof. Monika Kapoor)

Chairperson

LAKSHMI NARAIN COLLEGE OF TECHNOLOGY, BHOPAL, M.P

LNCT/ICC/2025/03

Date: 18/01/2025

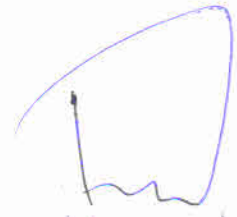
Internal Complaints Committee (ICC) & Special Cell Minutes of Meeting

A meeting was convened to take feedback from all the members at ICC & Special Cell at 03.30 PM on 18/01/2025. Chairperson read out agenda and objectives of the committee and asked for reports from all members of the Committees.

All the members are reported Nil.

Chairperson Prof. Monika Kapoor thanked all members for their active participation in empowerment of women and communication with female staff & students for knowing the issue of gender discrimination if any.

Meeting was ended at 4.45 PM.



(Prof. Monika Kapoor)
Chairperson

LAKSHMI NARAIN COLLEGE OF TECHNOLOGY, BHOPAL, M.P

LNCT/ICC/2025/ 04

Date: 14/05/2025

To,

The Members of ICC

LNCT Bhopal,

Dear Sir/Madam,

SUBJECT: NOTICE AND AGENDRA FOR ICC MEETING

1. The Internal Complaint Committee (ICC) meeting is being conducted on 17/05/2025 (Saturday) at 12.30 PM in the Seminar hall of EC Department.
2. The Agenda for the meeting is appended below:
 - Introduction of ICC members in 2025,
 - Objectives of ICC
 - Function of ICC
 - General Discussion.
3. You are Kindly requested to be present as it will help us to discuss the issues and necessary actions to be taken.

Looking forward to your presence in the meeting.

Yours sincerely

(Prof. Monika Kapoor)

Chairperson

LAKSHMI NARAIN COLLEGE OF TECHNOLOGY, BHOPAL, M.P

LNCT/ICC/2025/05

Date: 17/05/2025

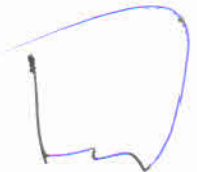
Internal Complaints Committee (ICC) & Special Cell Minutes of Meeting

A meeting was organized at 12.30 PM on 17/05/2025 (Saturday) in Seminar hall of EC Department for ICC & Special Cell. The presiding member read out the agenda and objectives of the Committee. As first year & 2nd year classes were running at the end of their session. Presiding officer advised all the members to remain vigilant about any untoward activities.

The member confirmed that there is a very congenial atmosphere in College for female students and female staff. There are equal opportunities for everyone here irrespective of gender, caste and religion.

Presiding officer again requested all to spread the spirit of women empowerment at all levels and maintain vigilance in their College in general and in Department in particular in respect of woman/girls safety, security and empowerment.

The meeting was closed at 1.30 PM



Chairperson



LAKSHMI NARAIN COLLEGE OF TECHNOLOGY, BHOPAL, M.P

INTERNAL COMPLAINT COMMITTEE

LNCT/ICC/2025/06

Date: 28/08/2025

To,

The Members of ICC

LNCT Bhopal,

Dear Sir/Madam,

SUBJECT: NOTICE AND AGENDRA FOR ICC MEETINGS.

1. The Internal Complaint Committee (ICC) meeting is being conducted on 30/08/2025 (Saturday) at 10.30 PM in the Seminar hall of EC Department.
2. The Agenda for the meeting is appended below:
 - Introduction of ICC members in 2025,
 - Objectives of ICC
 - Function of ICC
 - General Discussion.
3. You are kindly requested to be present as it will help us to discuss the issues and necessary actions to be taken.

Looking forward to your presence in the meeting.

Yours sincerely

(Prof. Monika Kapoor)

Chairperson



LAKSHMI NARAIN COLLEGE OF TECHNOLOGY, BHOPAL, M.P

INTERNAL COMPLAINT COMMITTEE

LNCT/ICC/2025/ 07

Date: 30/08/2025

Internal Complaints Committee (ICC)
& Special Cell
Minutes of Meeting

A meeting was convened on 30/08/2025 (Saturday) at 10.30 PM of ICC in the seminar hall of Department of EC. The following members were present:

- a) Prof. Monika Kapoor
- b) Dr. Manju Khare
- c) Dr. Prashant Pandey
- d) Mrs. Sonali Soni

The meeting was presided over by Prof. Monika Kapoor as Chairperson. The Chair person had read out the functions of the ICC and special cell.

She stated that we need to ensure that safe working environment for female employees and female students are maintained. Now 1st year had started from 22/08/2025 was we needed to be more attentive.

It needed to observe and ensure that a secure physical and social environment was maintained.

It is needed to regularly conduct periodically programs on woman empowerment and awareness.

The chair person asked all the members to report their observations.

All the members had reported that they were taking many classes and going to other classes for taking to female students. They were also taking feedbacks from mentors. It is noted with happiness that very friendly. It is noted harmonious environment is available where female faculty staff and female students are proudly working and feeling ownership.

Since, there were no other point, the meeting was ended at about 11.30 PM.

(Prof. Monika Kapoor)
Chairperson