



RIT/MoM/ICC/2026

Date: 09/02/2026

## MINUTES OF MEETING

### Internal Complaint Committee (ICC)

Minutes of Meeting of the **Internal Complaint Committee (ICC)** Meeting held on 09<sup>th</sup> Feb, 2026 at 3:00 PM in the Board Room.

Following Members were present during the meeting:-

S. No.	Name of Members	Role
01	Dr. Tanushree Chatterjee (HOD & Prof., Biotech)	Chairperson
02	Dr. Asha Ambhaikar (HOD & Prof., CSE)	Member
03	Mr. Gopesh Dawda (HOD & Asst. Prof., Civil)	Member
04	Mr. Monu Nigam (Student, 5 <sup>th</sup> Sem, IT)	Member
05	Ms. Tanjila (Student, 5 <sup>th</sup> Sem, CSE)	Member
06	Mr. VanshNishad (Student, 5 <sup>th</sup> Sem, Civil)	Member
07	Ms. Padma Haridas (Librarian)	Member
08	Mr. Daneshwar Yadu (Lab. Asst.)	Member

### **Agenda of the Meeting:**

1. Review of last meeting
2. Status of complaints received
3. Evaluation of grievance redressal mechanism
4. Planning of activities for next session
5. Any other matter with permission of Chair

### **Proceedings of the Meeting:**

#### **1. Review of Previous Meeting**

The minutes of the previous meeting were presented by Dr. Asha Ambhaikar. The committee noted that awareness programs and orientation sessions were conducted successfully as resolved in the previous meeting.



# RAIPUR INSTITUTE OF TECHNOLOGY

(Under the aegis of Mahanadi Education Society)  
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## 2. Complaint Status

- No formal complaints were received.
- The committee reaffirmed its commitment to confidentiality and timely redressal in case of any future complaint.
- Members emphasized encouraging a safe reporting culture.

## 3. Review of Reporting Mechanism

- Suggestion/complaint boxes checked periodically.
- Online grievance redressal portal monitored regularly.

## 4. Preventive Measures Strengthening

- Proposal to organize self-defense workshop for girl students.
- Plan to observe International Women's Day with awareness activities.
- Faculty members advised to remain vigilant and approachable.

### Resolutions Passed:

- Conduct refresher awareness program in next semester.
- Ensure confidentiality and fairness in all proceedings.
- Promote safe and inclusive campus culture through continuous engagement.

Chairperson

Principal

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