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## BABA INSTITUTE OF TECHNOLOGY AND SCIENCES

(Approved by AICTE New Delhi, NAAC Accredited, Affiliated to JNTU Kakinada, ISO 9001-2015 Certified)  
Bakkannapalem Village, Madhurawada Post, Visakhapatnam - 530 048

Ref: BITS/ IIC/ 2025-26/1

Dt: 16-09-2025

### Internal Complaints Committee (ICC)

Under Section 4 of the POSH Act at all workplaces with 10 or more employees, the employer must form an **Internal Complaints Committee (ICC)**. This is an obligation that must be adhered to by public and private organizations.

This initial in-house body plays the most important role in ensuring the smooth functioning of the provisions of the POSH Law and also towards the fulfilment of its objectives.

An aggrieved woman has to approach the ICC to file a complaint relating to sexual harassment. After receiving the complaint from the aggrieved woman, the Committee inquires into the matter and accordingly makes recommendations.

#### The Internal Complaints Committee's Functions

- Forceful implementation of the policies relating to
- the prevention of sexual harassment,
- Strive to resolve complaints by the aggrieved complainant, and henceforth, recommend actions to be taken by the employer.

S.No	Composition of ICC	NAME	Designation	Email /Phone No.	Signature
1	Presiding Officer	Dr..A.S. Bhanu prasanna	Vice principal	Bhanu3459@gmail.com	
2	Two employee members	Mrs..S.Pavani	HOD/CE	babacivilhod@gmail.com	
		Dr.D.N.Murthi	HOD/BSH	bababshhod@gmail.com	
3	Two Non-Teaching employee Members	Mr.Nagendra	Sr. Assitant	7989158047	
		Mr. Prasad	Sr. Assitant	6300298164	
4	Member	Bhavani	Student (3 <sup>rd</sup> ME)		
5	Member	Trisha Jhansi	Student (3 <sup>rd</sup> ECE)		

The complaints can also be received through  
[e-mail\\_bitsicccell@gmail.com](mailto:bitsicccell@gmail.com)