



TAGORE DENTAL COLLEGE & HOSPITAL

TDC&H/OFFICE ORDER/ICC/2020/05

05/05/2020

CIRCULAR

Internal Complaint Committee Meeting will be held on 11.05.2020 at 3pm **online google meet link uym-aidr-buk**. I request all the committee members to attend the meeting without fail.


PRINCIPAL

INTERNAL COMPLAINT COMMITTEE MEETING
11/05/2020

MINUTES OF THE MEETING

The internal complaint committee meeting was held on 11/05/2020 **online** on **uymaidrbruk google meet link at 3pm**. The meeting started with the brief welcome by Principal, DrChitraa R Chandran. The minutes of last meeting was recapped at the beginning of meeting.

Principal and Viceprincipal spoke about the stress during the pandemic situation. Students were enquired about their physical and mental health. They were asked if they underwent any kind of harassment in social media or kind of depression.

The faculty members of the committee encouraged the students to be bold enough to come forward if they find any forms of teasing or suppression by their friends, other seniors or juniors. They also emphasized the careful use of social media.

No issue of gender harassment was reported neither by the students nor the staff.



GENDER HARASSMENT COMMITTEE MEMBERS*Online Attendance*

NAME OF THE MEMBER	DESIGNATION	SIGNATURE
DrChitraa R Chandran	Convenor	Present
Dr Premalatha	External Expert	Present
Dr C J Venkatakrishnan	Member	Present
DrJeyaprakash	Member	Present
DrBhuvaneswari	Member	Present
DrPrabhaVenkat	Member	Present
Dr Shree Sucharitha	Member	Absent
MrSelvakumar	Member	Absent
Mrs K Shobana	Member	Present
MsArchana	Student Member	Present
MrAkilash	Student Member	Present
MrHarrish	Student Member	Present
MsSharmistha	Student Member	Absent
Mr K Rubesh	Student Member	Absent
MsJananiBargavi N	Student Member	Present
Ms P Keerthi	Student Member	Present
MrThanish	Student Member	Present
Mr E Badri	Student Member	Present
MsChitra	Student Member	Present



TAGORE DENTAL COLLEGE & HOSPITAL

Rathinamangalam, Melakkottaiyur Post, Chennai - 600 127. Ph : 30102222

Email : tagoredch@gmail.com Website : www.tagoredch.com

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TDC&H/OFFICE ORDER/ICC/2020/06

03/11/2020

CIRCULAR

Internal Complaint Committee Meeting will be held on
08.11.2020 at 3pm **online google meet link uym-aidr-buk**.
I request all the committee members to attend the meeting
without fail.


31/11/20
PRINCIPAL

INTERNAL COMPLAINT COMMITTEE MEETING
08/11/2020

MINUTES OF THE MEETING

The internal complaint committee meeting was held on 08/11/2020 **online** on **uymaidsbuk google meet link at 3pm**. The meeting started with the brief welcome by Principal, DrChitraa R Chandran. The minutes of last online meeting was recapped at the beginning of meeting.

The students were enquired about the current status of mind regarding their academic activities. They were asked if there was any type of harassment issue on both the faculty and students aspect. There was no such complaint from any of the students. The students reported encouragingly about the staffs help in the academics.

The members of the committee encouraged the students that they can approach them at any time either via call or message regarding any problems which the students face.

No issue of gender harassment was reported neither by the students nor the staff.

NAME OF THE MEMBER	DESIGNATION	SIGNATURE Online Presence / Absence.
DrChitraa R Chandran	Convenor	Present
Dr Premalatha	External Expert	Present
Dr C J Venkatakrishnan	Member	Present
DrBhuvaneswari	Member	Present
DrJeyaprakash	Member	Present
DrHelen	Member	Present
DrPrabhaVenkat	Member	Present
Dr. Shree Sucharitha	External Expert	Present
MrSelvakumar	Member	Absent
Mrs K Shobana	Member	Absent
MsArchana	Student Member	} Absent
MrAkilash	Student Member	
MrHarrish	Student Member	
MsSharmistha	Student Member	

Mr K Rubesh <i>Mr. Sheeja Nayan</i>	Student Member	<i>Present</i>
Ms Janani Bargavi N	Student Member	<i>Present</i>
Ms P Keerthi	Student Member	<i>Absent</i>
Mr Thanish	Student Member	<i>Absent</i>
Mr E Badri	Student Member	<i>Present</i>
Ms Chitra	Student Member	<i>Present</i>



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TDC&H/OFFICE ORDER/ICC/2020/07

DATE: 02/12/2020

CIRCULAR

Internal Complaint Committee Meeting will be held on 08.12.2020 at 11 am in Board Room. I request all the committee members to attend the meeting without fail.

M
21/12/20

PRINCIPAL

GENDER HARASSMENT COMMITTEE MEMBERS

NAME OF THE MEMBER	DESIGNATION	SIGNATURE
DrChitraa R Chandran	Convenor	
Dr Premalatha	External Expert	Online present
Dr C J Venkatakrishnan	Member	
DrJeyaprakash	Member	
DrBhuvaneswari	Member	
DrPrabhaVenkat	Member	
MrSelvakumar	Member	
Mrs K Shobana	Member	
MsArchana	Student Member	
MrAkilash	Student Member	
MrHarrish	Student Member	
MsSharmistha	Student Member	
Mr K Rubesh	Student Member	
MsJananiBargavi N	Student Member	
Ms P Keerthi	Student Member	
MrThanish	Student Member	
Mr E Badri	Student Member	
MsChitra	Student Member	

GENDER HARASSMENT / INTERNAL COMPLAINT COMMITTEE MEETING

12/12/2020

MINUTES OF THE MEETING

The gender harassment committee / internal complaint committee meeting was held on 12/12/2020 in the Boardroom at 11 am. The meeting started with the brief welcome by Principal, Dr Chitraa R Chandran. Principal recapped the previous month minutes of the meeting.

The students were asked about their status of mind during the lockdown. They were asked if there was any kind of incident on social media platform. The students reported no such event.

There were no complaints from the staff or students presented to the committee. It was again emphasized in the meeting that anyone can report any sort of complaints without their identity being revealed.

Students were cautioned to use the social media platform very carefully. They should be bold enough to face any sort of ill treatment or misbehaviour by others and they can complaint against them to any one of the ICC committee members.

Staffs can also represent their complaints to the committee members.

The meeting ended with a note that there were no complaints from the students of staff side.



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TDC&H/OFFICE ORDER/ICC/2021/01

DATE: 04/01/2021

CIRCULAR

Internal Complaint Committee Meeting will be held on 06.01.2021 at 10.30 am in Board Room. I request all the committee members to attend the meeting without fail.


PRINCIPAL

GENDER HARASSMENT / INTERNAL COMPLAINT COMMITTEE MEETING

06/01/2021

MINUTES OF THE MEETING



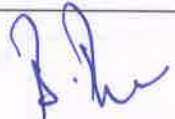







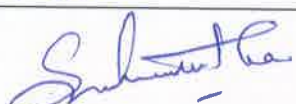
The internal complaint committee meeting / gender harassment committee was held on 06/12/2021 in the Boardroom at 10.00 am. The meeting started with the brief welcome by Principal, Dr Chitraa R Chandran to the other committee members. Recap of last year happenings and previous month meeting minutes was given by Dr Bhuvaneswari.




Final year students will be called in batches hence it was suggested to have online awareness lectures. Students should be emphasized to come forward with any issues.

Workshop for the members of the committee is to be planned. This workshop would be on gender sensitization issues and how to handle them.

An awareness program to be given for first year students and parents on BDS inauguration day.

It was decided to conduct an awareness lecture for non teaching faculty.

NAME OF THE MEMBER	DESIGNATION	SIGNATURE
DrChitraa R Chandran	Convenor	 6/1/21
Dr Premalatha	External Expert	P-B. Premalatha
Dr C J Venkatakrishnan	Member	
DrBhuvaneswari	Member	
DrJeyaprakash	Member	
DrHelen	Member	
DrPrabhaVenkat	Member	
Dr. Shree Sucharitha	External Expert	Shree T. Sucharitha
MrSelvakumar	Member	
Mrs K Shobana	Member	K. Shobana
MsArchana	Student Member	
MrAkilash	Student Member	
MrHarrish	Student Member	
MsSharmistha	Student Member	

Mr K Rubesh	Student Member	Absent
MsJananiBargavi N	Student Member	
Ms P Keerthi	Student Member	Absent
MrThanish	Student Member	Absent
Mr E Badri	Student Member	
MsChitra	Student Member	



TAGORE DENTAL COLLEGE & HOSPITAL

TDC&H/OFFICE ORDER/ICC/2021/02

DATE: 01/02/2021

CIRCULAR

Internal Complaint Committee Meeting will be held on **03.02.2021** at **11.00 AM** in first floor AV room. I request all the committee members to attend the meeting without fail.


11/2/21
PRINCIPAL

GENDER HARASSMENT / INTERNAL COMPLAINT COMMITTEE MEETING

04/02/2021

MINUTES OF THE MEETING

The internal complaint committee meeting / gender harassment committee was held on 04/02/2021 in the Prosthodontics Seminar Room at 11.00 am. The meeting started with the brief welcome by committee member Dr Bhuvaneswari.

The committee members introduced themselves to the first year students who have joined as members in this committee. Dr C J Venkatakrishnan, Vice Principal, Tagore dental College explained the importance, objective and actions taken by this committee.

A sensitization programme for the students was planned to be conducted by this month end.

An awareness lecture to be given for first year students during the orientation week.

Students want to nominate a staff to be a member in the committee.

Internal Complaint Committee Members

NAME OF THE MEMBER	DESIGNATION	SIGNATURE
DrChitraa R Chandran	Convenor	ABSENT
Dr Premalatha P.B.	External Expert	P. B. Premalatha
Dr C J Venkatakrishnan	Member	d. h. k.
Dr Sree Sucharitha	External Expert	Sree Sucharitha
DrJayaprakash	Member	Dr. Jayaprakash
DrBhuvaneswari	Member	B. h. w.
Dr Helen Mary Abraham	Member	H. M. A.
DrPrabha Venkat	Member	P. v.
MrSelvakumar	Member	
Mrs K Shobana	Member	
Ms Archana	Student Member	ABSENT
Mr Akilash	Student Member	ABSENT
Mr Harris	Student Member	ABSENT
Ms Sharmistha	Student Member	ABSENT.
Mr K Rubesh	Student Member	
Ms Janani Bargavi N	Student Member	Janani Bargavi N
Ms P Keerthi	Student Member	ABSENT
Mr Tanish	Student Member	ABSENT.
Mr E Bathri	Student Member	E. Bathri
Ms Chitra	Student Member	Chitra

M.N. SHREEYAN NAYAR

Student Member

Secretary

J. SILASURYA

Student member

Inf.



TAGORE DENTAL COLLEGE & HOSPITAL

TDC&H/OFFICE ORDER/ICC/2021/03-01

02/03/2021

CIRCULAR

Internal Complaint Committee Meeting will be held on **03.03.2021** at 11.00 am in Prosthodontics, Seminar Hall. I request all the committee members to attend the meeting without fail.

Principal permission is acquired

Convenor

(Dr. Bhuvaneswari)

GENDER HARASSMENT / INTERNAL COMPLAINT COMMITTEE MEETING

03/03/2021

MINUTES OF THE MEETING

The internal complaint committee meeting / gender harassment committee was held on 03/03/2021 in the Prosthodontics Seminar Room at 11.00 am. The meeting started with the brief welcome by Convener Dr Bhuvaneswari.

The first year students were assured that they can approach the committee members regarding any issues.





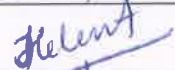

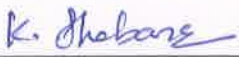





A gender sensitization lecture was held on 23rd Feb 2021. The speaker was retired police superintendent Mr Karunanidhi. The students were asked about the sensitization lecture highlights.

They gave a positive feedback about the lecture and they said that the lecture was very informative and created awareness how to be cautious.

External experts gave an opinion of conducting a gender sensitizing workshop.

There were no incidents or complaints to the committee.

Internal Complaint Committee Members

NAME OF THE MEMBER	DESIGNATION	SIGNATURE
Dr Bhuvaneswari	Convener	
Dr.Chitraa R Chandran	Member	
Dr C J Venkatakrishnan	Member	
Dr Premalatha P.B.	External Expert	P. B. - Premalatha
Dr Sree/Sucharitha	External Expert	Sree/Sucharitha
Dr Jayaprakash	Member	
Dr Helen Mary Abraham	Member	
Dr Mary Antony Praba	Member	
Mr Selvakumar	Member	
Mrs K Shobana	Member	
Ms Meghana	Student Member	Absent
Mr.J.Sivasurya	Student Member	
Ms Archana	Student Member	Absent
Mr Akilash	Student Member	Absent
Mr Harris	Student Member	Absent
Ms Sharmistha	Student Member	Absent
Mr Shreeyan Nayar	Student Member	
Ms Janani Bargavi N	Student Member	
Ms P Keerthi	Student Member	Absent
Mr Tanish	Student Member	Absent
Mr E Bathri	Student Member	
Ms Chitra	Student Member	



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INTERNAL COMPLAINTS COMMITTEE (ICC)

Email: icc@tagoredch.in

Dr. Chitraa R. Chandran
(Chairman)

Dr. B. Bhuvaneswari
(Member Secretary)

TDC&H /ICC/2021/04

12/04/2021

MEMBERS

1. Dr. C.J Venkatakrishnan
2. Dr. Jayaprakash
3. Dr. Helen Mary Abraham
4. Dr. Sree. T Sucharitha
5. Dr. Premalatha
6. Dr. Mary Antony Prabha
7. Mr. Selvakumar
8. Mrs. K. Shobana

CIRCULAR

Internal Complaint Committee Meeting will be held on 21.04.2021 at 11.30 am in board room. I request all the committee members to attend the meeting without fail.

[Handwritten signature]
20/4/21

CONVENOR

(Dr. B. Bhuvaneswari)

GENDER HARASSMENT PREVENTION / INTERNAL COMPLAINT COMMITTEE MEETING

21/04/2021

MINUTES OF THE MEETING

The internal complaint committee meeting / gender harassment committee was held on 21/04/2021 in the Board Room at 11.00 am. The meeting started with the brief welcome by committee member DrHelen.

The agenda for the meeting was


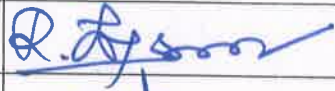
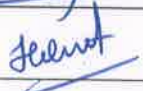


- To familiarize the first year students to the activities of the committee
- To let the students know about the email id of the committee
- To ensure safety measures during pandemic

The first year students were briefed about how the complaint would be registered, enquiry done and action taken. They were assured of not disclosing their identity.

The students and the members were made aware of the email id of the committee. As per Government norms, gender harassment prevention committee is named as Internal Complaint Committee and the email id is icc@tagoredch.in. Complaints can be sent to this mail id.

As during this pandemic the usage of social media is increasing, the students were told to use the social media very carefully. The students are encouraged to come forward with any sort of issues without any hesitation.

Internal Complaint Committee Members

NAME OF THE MEMBER	DESIGNATION	SIGNATURE
Dr.Chitraa R Chandran	Member	ABSENT
Dr C J Venkatakrishnan	Member	
Dr Bhuvaneswari	Convener	ABSENT.
Dr Premalatha	External Expert	
Dr Sree Sucharitha	External Expert	
Dr Jayaprakash	Member	
Dr Helen Mary Abraham	Member	
Dr Mary Antony Praba	Member	
Mr Selvakumar	Member	
Mrs K Shobana	Member	
Ms Meghana	Student Member	} ABSENT.
Mr.J.Sivasurya	Student Member	
Ms Archana	Student Member	
Mr Akilash	Student Member	
Mr Harris	Student Member	
Ms Sharmistha	Student Member	
Mr Shreeyan Nayar	Student Member	
Ms Janani Bargavi N	Student Member	
Ms P Keerthi	Student Member	
Mr Tanish	Student Member	



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INTERNAL COMPLAINTS COMMITTEE (ICC)

Email: icc@tagoredch.in

Dr. C.J Venkatakrishnan

(Chairman)

Dr. B. Bhuvaneswari

(Member Secretary

&

Convenor)

MEMBERS

1. Dr. Premalatha
2. Dr. Jayaprakash
3. Dr. Helen Mary Abraham
4. Dr. Sree. T Sucharitha
5. Dr. Mary Antony Prabha
6. Mr. Selvakumar
7. Mrs. K. Shobana

TDC&H /ICC/2021/05

11/05/2021

CIRCULAR

Internal Complaint Committee Meeting will be held on 19.05.2021 at 11.00 am in board room. I request all the committee members to attend the meeting without fail.

Ch. Venkatakrishnan
11/05/21

B. Bhuvaneswari
11/05/2021

CONVENOR

GENDER HARASSMENT PREVENTION / INTERNAL COMPLAINT COMMITTEE MEETING

01/06/2021

MINUTES OF THE MEETING

The internal complaint committee meeting / gender harassment committee for the month of May was postponed due to lockdown and held on 01/06/2021 in the Board Room at 11.00 am. The meeting started with the brief welcome by committee member DrBhuvaneswari

The agenda for the meeting was




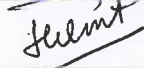


- To welcome Dr C J Venkatakrisnan, Principal as Chairman of the Committee
- To discuss about safety aspects using social media
- To confirm the change of name of the committee and the mail id to students

Principal, Dr C J Venkatakrisnan was welcomed as chairman of the committee and he presided over the meeting. DrPremalatha, students Thanish and Keerthi joined the meeting virtually.

The students were emphasized to be very careful while sharing their information to others in social media. They were also told to report immediately if they had faced any untoward incidents.

The committee name is known as Internal Complaint Committee hitherto and the students were enlightened about it. The email id is icc@tagoredch.in

Internal Complaint Committee Members

NAME OF THE MEMBER	DESIGNATION	SIGNATURE
Dr C J Venkatakrishnan	Chairperson	
Dr Bhuvaneswari	Convener	
Dr Premalatha	External Expert	online presence
Dr Sree Sucharitha	External Expert	ABSENT.
Dr Jayaprakash	Member	
Dr Helen Mary Abraham	Member	
Dr Mary Antony Praba	Member	online presence
Mr Selvakumar	Member	
Mrs K Shobana	Member	
Ms Meghana	Student Member	online presence
Mr.J.Sivasurya	Student Member	online presence
Ms Archana	Student Member	online presence
Mr Akilash	Student Member	online presence
Mr Harris	Student Member	online presence
Ms Sharmistha	Student Member	online presence
Mr Shreeyan Nayar	Student Member	online presence
Ms Janani Bargavi N	Student Member	online presence
Ms P Keerthi	Student Member	online presence
Mr Tanish	Student Member	online presence

