	MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE		
	SOP FOR SABLA		
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Objective: To elaborate the procedure for internal complaints (ICC SABALA)/ internal redress of women grievances




Responsibility:

- Members of Internal Compliant cell (ICC SABLA)/ Internal Grievance redressal committee

Procedure:

The Internal Complaint Cell (ICC SABALA)' is established at the institution with an aim to solve the following objectives to solve the issues of women staff members and girl students of this institution

1. To conduct orientation or training programmes for members of the committee
2. To organize workshops or awareness programme for the staff, faculty and students to sensitize them against sexual harassment, to create awareness on preventive measures and various acts of women protection
3. To provide a platform for listening to complaints and redressal of grievances and organize periodical feed backs from the students and staff for any gender harassment
4. To safeguard the welfare of the women staff members of this Institution
5. To protect the welfare of the girl students of this institution
6. To resolve the complaints received from the women staff members of this institution.
7. To take action as per the rules laid by this institution of the complaints received from the girls students of this institution.
8. To counsel the students having any physical or psychological issues as and when they are required.

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