



SUDDHANANDA RESIDENTIAL POLYTECHNIC

(A UNIT OF SAMVIT SAGAR TRUST)

(Approved by AICTE, New Delhi & Affiliated to SCTE & VT, Odisha)

Regd. No.: SRP/1106-a/25

Date: 15-09-2025

NOTICE

Formation of Internal Complaint Committee (ICC)

This is to notify all concerned that the **Internal Complaint Committee (ICC)** of the institution has been constituted as follows:

1. Mr. Satyabrata Nayak, HoD, Automobile Engineering – *Chairman* Satya Nayak 18/09/25
2. Miss K.S. Ankita, Assistant Professor, ETC – *Member* KS Ankita 22/09/25
3. Mrs. Reshma Sahoo, Lecturer, CSE – *Member* RSahoo 18/09/25
4. Mr. Santosh Kumar Patra, Librarian – *Member*
5. Miss Sikharani Patra, Assistant Professor, Physics (BSH) – *Member* Spatra 18/09/25

Responsibilities:

- To address complaints related to sexual harassment or workplace misconduct.
- To create awareness on gender sensitization and a safe environment.
- To ensure confidentiality and fair redressal of grievances.

Do's:

- Report any genuine grievance without delay.
- Cooperate with investigations when required.
- Maintain professionalism and confidentiality.

Don'ts:

- Do not ignore or suppress complaints.
- Do not misuse the committee for false allegations.
- Do not disclose confidential proceedings.

The students can contact the chairman of Internal Complaint Committee on +91-9078047374.

Principal

cc- Chairman/ Dean SGI/ Notice Boards

At : Nachhipur, P.O. : Bhatapatana, Dist - Cuttack-752115, Odisha

Tel : 0671 - 2856061, 2856063 Fax : 0671 - 2856062