

B.R. INSTITUTE OF TECHNOLOGY AND MANAGEMENT SCIENCES

(U / m of FAITH EDUCATION SOCIETY - Regd. No. 444/2012)

EDULAPALEM Village,
Prathipadu Mandal,
Guntur Dist. - 522 019.
Andhra Pradesh

Ref No. BRITMS/A.Y. 2025-26/I Sem/ICC/Cir/01

Date : 12-Sep-2025

CIRCULAR

As per the advice of the Presiding Officer, meeting of Internal Complaints Committee is going to organize on 19 September 2025 at 3.00 pm in Board Room to discuss the following agenda:

Agenda for the Meeting

1. Review of the functioning and effectiveness of the existing complaint mechanism.
2. Planning of gender sensitization and awareness programs for the current academic year.
3. Evaluation of visibility and adequacy of POSH awareness materials displayed in the campus.

All members are requested to attend the meeting.

D. Ravi Kumar
PRINCIPAL

Copy to:

1. Office
2. HOD
3. Committee Members



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Date : 19-Sep-2025

Attendance Sheet – Internal Complaint Committee (ICC)

The following members of Internal Complaints Committee (ICC) attended the meeting held on 19-Sep-2025 at 3.00 PM in the Board Room:

| S.No. | Name | Designation | Position | Category | Signature |
|-------|-----------------------------------|-----------------------------------|-------------------|----------------|-------------------|
| 1 | Mrs. Lavanya Nicodemus | Assistant Professor | Presiding Officer | Faculty | N. Lavanya |
| 2 | Mrs. P Satya Narayana | Assistant Professor | Member | Faculty | P. Satya Narayana |
| 3 | Mr. Ravi Kiran Daruvuri | Principal | Member | Faculty | D. Ravi Kiran |
| 4 | Mr. Batchu Kiran Kumar | Director | Member | Management | K. Kiran |
| 5 | Mr. Uppala Manohar Babu | Associate Professor | Member | Faculty | U. Manohar Babu |
| 6 | Mr. Nagaraju Suddula BA, LLB, LLM | Outside Expert | External Member | Legal Expert | N. Nagaraju |
| 7 | Sk Jilani (Sakshi News Paper) | Media Representative | External Member | Media | Sk Jilani |
| 8 | Ms. K Venkatesh, Y25MC165065 | MCA, 2 nd Year Student | Member | Student Member | K. Venkatesh |

D. Ravi Kiran
PRINCIPAL

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